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TOWN OF HANOVER

2002

ANNUAL TOWN REPORT



ANNUAL TOWN MEETING
Tuesday, May 13, 2003
Hanover High School Gymnasium
Voting - 7:00 a.m. to 7:00 p.m.
Business Meeting - 7:00 p.m.

HANOVER MUNICIPAL BUSINESS TELEPHONE NUMBERS

Ambulance, Fire, Police.....	EMERGENCY.....	911
Administrative Offices.....	643-4123	
Administrative Services/Finance.....	643-0705	
Animal Control.....	643-2222	
Assessing.....	643-0703	
Cemetery Department.....	643-3327	
Community Counselor.....	643-5317	
Community Outreach Officer.....	643-0742	Ext. 116
Etna Library.....	643-3116	
Fire Department (Non-Emergency).....	643-3424	
Howe Library.....	643-4120	
Human Resources.....	643-0742	Ext. 106
Parking Division.....	643-0737	
Police Department/Dispatch (Non-Emergency).....	643-2222	
Planning & Zoning.....	643-0708	
Public Works/ Highway	643-3327	
Recreation Department.....	643-5315	
Senior Center.....	643-5531	
Tax Collector.....	643-0704	
Town Clerk.....	643-0712	
Town Manager.....	643-0701	
Wastewater Treatment Plant.....	643-2362	
Water Department.....	643-3439	

E-MAIL ADDRESSES

assessor@hanovernh.org	parking@hanovernh.org
childrens.services@thehowe.org	planning@hanovernh.org
circulation@thehowe.org	policedept@hanovernh.org
dpw@hanovernh.org	recdept@hanovernh.org
etna.library@hanovernh.org	townmgr@hanovernh.org
firedept@hanovernh.org	wwtf@hanovernh.org

BUSINESS HOURS

Community Counselor....	Sept – June.....	Mon – Fri.....	8:00 a.m. - 4:30 p.m.
42 Lebanon St.	July – Aug.....	Tues & Wed.....	8:30 a.m. - 4:30 p.m.
		Thurs.....	8:30 a.m. - noon
Dispatch - 46 Lyme Rd.....		Sun – Sat.....	24 hours/day
Etna Library.....		Mon & Thurs	2:00 p.m. - 7:00 p.m.
130 Etna Rd., Etna		Tues & Fri.....	10:00 a.m. - 2:00 p.m.
		Sat.....	10:00 a.m. -12:00 noon
Fire Dept. - 48 Lyme Rd.....		Sun – Sat.....	24 hours/day
Howe Library.....		Mon – Thurs.....	10:00 a.m. - 8:00 p.m.
13 East South St.		Fri.....	noon - 6:00 p.m.
		Sat.....	10:00 a.m. - 5:00 p.m.
	Sept-May.....	Sun.....	1:00 p.m. - 5:00 p.m.
Parks & Recreation - 10 School St.....		Mon – Fri.....	9:00 a.m. - 5:00 p.m.
Police Dept. - 46 Lyme Rd.....		Sun – Sat.....	24 hours/day
Public Works Dept. - Rt. 120.....		Mon – Fri.....	7:00 a.m. - 3:30 p.m.
Senior Center - 42 Lebanon St.....		Mon – Fri.....	12:30 p.m. - 4:30 p.m.
Town Hall - 41 So Main St.....		Mon – Fri.....	8:30 a.m. - 4:30 p.m.
Wastewater Treatment - Rt.10.....		Mon – Fri.....	7:00 a.m. - 3:30 p.m.



Photo Credit: Ledyard National Bank

The Town of Hanover dedicates this year's Town Report to:

Lewis "Lou" Bressett
Honorary Mayor
January 1, 1918 – January 24, 2003

Lou loved and cared for the Town of Hanover in a way few have. He gave this community so much of his time, his talent and his stewardship. So much of what we enjoy in this community....Storrs Pond, the Nugget Theatre, our charming downtown, the location and condition of so many of our public facilities.....all are a direct result of Lou's commitment, his vision and his involvement. Together with his wife Ann, he helped guide and care for the Town and its citizens right up until his death. This community was truly blessed by his presence.

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Town Management Staff

Town Manager

Julia N. Griffin

Assistant to the Town Manager/

Human Resources Director

Barry Cox

Director of Administrative Services

Elizabeth "Betsy" McClain

Town Clerk and Tax Collector

Sallie B. Johnson

Assessing Official

Michael Ryan

Planning & Zoning Director

Jonathan Edwards

Police Department

Nicholas Giaccone, Chief

Fire and Inspection Services

Roger E. Bradley, Chief

Library Services

Marlene McGonigle, Howe Library Director

Barbara Prince, Etna Library Librarian

Community Counselor

Dena B. Romero

Parks and Recreation Department

Henry "Hank" Tenney

Public Works Department Director

Peter Kulbacki

Sewer and Wastewater Treatment

William Mathieu, Water and Wastewater Treatment Superintendent

Mission Statement

The government of the Town of Hanover exists to provide public services for all the citizens of Hanover.

To this end, the mission of the management of the Town of Hanover is to provide guidance and direction to all town employees to:

- provide responsive, friendly, courteous service to the public and encourage open communication between all citizens and all public employees and officials.
- encourage them to regularly improve their professional skills to enable them to provide efficient, high quality, and fiscally responsible service.
- dedicate themselves to the highest standards of ethical behavior in all dealings with the public and each other.

Chapter 1

Information For Town Meeting

Town Officers 2002

Board of Selectmen

Brian F. Walsh, Chairman (2005)
Katherine S. Connolly, Vice Chairman (2003)
William R. Baschnagel (2003)
Judson T. Pierson, Secretary (2004)
Peter L. Christie, Secretary (2005)

Moderator

Marilyn W. Black (2004)

Town Clerk

Sallie B. Johnson (2004)

Treasurer

Michael J. Ahern (2003)

Library Trustees

Judith A. Danna (2003)
Margaret A. Bragg (2004)
Mary Sullivan King (2005)

Supervisors of Checklist

M. Lee Udy (2003)
Louise M. Longnecker (2006)
Elaine Hawthorne (2008)

Advisory Board of Assessors

John Hochreiter (2003)
Paul F. Young (2004)
Xenia Heaton (2005)

Trustees of Trust Funds

Mark B. Severs (2003)
Lawrence Draper (2004)
Paul B. Gardent (2005)

Fence Viewers

Edward C. Lathem (2003)
Robert Morris (2003)

Park Commissioner

Richard Nordgren (2003)

Health Officer

William E. Boyle, M.D

Surveyors of Wood and Timber

Willem M. Lange (2003)
John Richardson (2003)

Candidates For Town Office

Etna Library Trustee (1)

Tom Jacobs

Supervisor of the Checklist (1)

M. Lee Udy

Selectmen (2)

William R. Baschnagel
Katherine S. Connolly
Thomas P. Hall

Treasurer (1)

Michael J. Ahern

Trustee of Trust Funds (1)

Mark B. Severs

Part I

Warrant For Town Meeting May 13, 2003

WARRANT FOR THE ANNUAL TOWN MEETING

GRAFTON, ss

TOWN OF HANOVER

TO THE INHABITANTS OF THE TOWN OF HANOVER, NEW HAMPSHIRE, who are qualified to vote in Town affairs:

TAKE NOTICE AND BE WARNED, that the Annual Town Meeting of the Town of Hanover, New Hampshire, will be held as follows:

ON TUESDAY, MAY 13, 2003 AT THE GYMNASIUM, HANOVER HIGH SCHOOL, LEBANON STREET, HANOVER, THERE WILL BE VOTING BY OFFICIAL BALLOT FOR THE ELECTION OF TOWN OFFICERS AND ALL OTHER ARTICLES REQUIRING VOTE BY OFFICIAL BALLOT. THE POLLS WILL OPEN AT 7:00 AM AND CLOSE AT 7:00 PM.

ARTICLES TWELVE THROUGH FORTY WILL BE PRESENTED, DISCUSSED AND ACTED UPON BEGINNING AT 7:00 PM AT THE GYMNASIUM, HANOVER HIGH SCHOOL, LEBANON STREET, HANOVER.

ARTICLE ONE: To vote (by nonpartisan ballot) for the following Town Officers:

- Two Selectmen, each to serve for a term of three (3) years;
- One Treasurer to serve for a term of one (1) year;
- One Library Trustee to serve for a term of three (3) years;
- One Supervisor of the Checklist to serve for a term of one (1) year;
- One Trustee of Trust Funds to serve for a term of three (3) years.

ARTICLE TWO (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 1:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 1 would amend Table 204.7 to permit “Hotel” as an additional use allowed by Special Exception in the Rural Residential District, provided that it is located on Route 10 (Lyme Road) and can be served by both public sewer and water.

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

ARTICLE THREE (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 2:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 2 would amend Section 210.1 A by eliminating semi-circular driveways and changing the number and types of extra driveways per lot which may be allowed by Special Exception granted by the Zoning Board of Adjustment, and by specifying the criteria under which the Zoning Board of Adjustment may grant such Special Exceptions.

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

ARTICLE FOUR (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 3:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 3 would amend Section 318.10 by specifying that this section refers to temporary storage, rather than stockpiling, of earth materials; by increasing the exemption from 10 to 15 cubic yards of such materials in the GR and SR zoning districts in any two-year period; by adding an exemption for projects which are subject to Site Plan and Subdivision regulations; and by enabling the Zoning Board of Adjustment to allow a longer period of time for completion of relevant site work.

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

ARTICLE FIVE (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 4:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 4 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 4 would amend Section 323.3 by adding to the list of exemptions from noise limitations emergency generators and other emergency equipment when operating due to an emergency but requiring that testing or other planned operation of such equipment take place only during the daytime.

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

ARTICLE SIX (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 5:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 5 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 5 would amend Section 401.2 by specifying that parking credits may be purchased from the Town of Hanover to satisfy the parking requirements of the Zoning Ordinance.

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

ARTICLE SEVEN (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 6:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 6 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 6 would amend Section 1001.6 so that construction work on single- and two-family residential property may proceed, at the property owner’s risk, upon issuance of zoning and building permits but prior to the expiration of a fifteen-day zoning permit posting period, as long as such work does not change the use of the property or change the footprint or volume of the existing building.

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

ARTICLE EIGHT (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by petition in Amendment No. 7:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No.7 as proposed by petition for the Hanover Zoning Ordinance as follows?”

Amendment No. 7 would amend Table 204.4 “I” Institutional District by adding a restriction that within 300 feet of a residential district the maximum height may not exceed 45 feet.

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment.

ARTICLE NINE (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by petition in Amendment No. 8:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 8 as proposed by petition for the Hanover Zoning Ordinance as follows?”

Amendment No. 8 would amend Table 204.4 “I” Institutional District by adding to the setback requirements a stipulation that for parking facilities serving twenty or more vehicles on lots adjoining residential districts the minimum side and rear setbacks adjoining the districts shall be 75 feet.

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment.

ARTICLE TEN (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by petition in Amendment No. 9:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 9 as proposed by petition for the Hanover Zoning Ordinance as follows?”

Amendment No. 9 would amend Table 204.4 “I” Institutional District by adding to the setback requirements a stipulation that for buildings on lots adjoining residential districts the minimum front yard setback within 300 feet of the adjoining districts shall be 30 feet.

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment.

ARTICLE ELEVEN (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by petition in Amendment No. 10:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 10 as proposed by petition for the Hanover Zoning Ordinance as follows?”

Amendment No. 10 would amend Table 204.4 “I” Institutional District so that one-family dwellings become permitted uses rather than uses allowed by Special Exception.

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment.

ARTICLE TWELVE: To choose the following Town Officers to be elected by a majority vote:

One member of the Advisory Board of Assessors for a term of three (3) years;
Three Fence Viewers, each for a term of one (1) year;
Two Surveyors of Wood and Timber, each for a term of one (1) year;
One Pine Park Commissioner for a term of three (3) years;
Such other Officers as the Town may judge necessary for managing its affairs.

ARTICLE THIRTEEN: To see if the Town will vote to raise and appropriate the sum of \$3,000,000 of a total expected cost of \$4,705,000 for the purpose of preliminary design, pilot work, preparing plans and specifications, construction services, and for the construction of wastewater improvements which includes a series of equipment upgrades designed to expand the biological treatment capacity of the facility and replacement of aging equipment as identified in an engineering report prepared in December, 2002, and to authorize issuance of not more than \$3,000,000 of bonds or notes in accordance with the provisions of the New Hampshire Municipal Finance Act, RSA 33, and to take all action as may be necessary to carry out the purpose of this vote. Borrowing such sum through the issuance of traditional bonds and notes will only be undertaken if insufficient funds are available from the State Revolving Loan Fund, which is administered by the New Hampshire Department of Environmental Services. Funding for the debt service associated with the loan is paid for by wastewater rates paid by users of the wastewater system, and is not paid for by General Fund taxes. The balance of \$1,705,000 or such part thereof as necessary to complete said project is to be raised by applicable State, Federal or other Grant programs, from \$620,000 in contributions and fees received from Dartmouth College and Dartmouth Hitchcock Medical Center, and from undesignated

fund balance and the Wastewater Treatment Plant Fund Capital Reserve as proposed in Article Fourteen. A two-thirds ballot vote is required.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE FOURTEEN: To see if the Town will vote to raise and appropriate the sum of \$1,092,392 of a total expected cost of \$4,705,000 for the purpose of preliminary design, pilot work, preparing plans and specifications, construction services, and for the construction of wastewater improvements which includes a series of equipment upgrades designed to expand the biological treatment capacity of the facility and replacement of aging equipment, and to authorize funding of this amount by withdrawal of \$206,000 from the Wastewater Treatment Plant Fund undesignated fund balance (surplus) as of June 30, 2003, and \$886,392 from the Wastewater Treatment Plant Fund Capital Reserve. Funding available from the undesignated fund balance derives from the cumulative unexpended balance available from each annual operating budget for the Wastewater Treatment Plant Fund. The proposed withdrawal would still result in a remaining undesignated fund balance equal to 10% of the proposed operating budget for the Fund.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE FIFTEEN: To see if the Town will vote to modify the elderly exemption from property tax in the Town of Hanover, based on assessed value, for qualified taxpayers, to be as follows: for a person 65 years of age up to 75 years, \$65,000; for a person 75 years of age up to 80 years, \$95,000; for a person 80 years of age or older, \$130,000. To qualify, the person must have been a New Hampshire resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$27,190 or, if married, a combined net income of less than \$37,850; and own net assets not in excess of \$65,000 excluding the value of the person's residence. This article represents a recommended modification of the current exemption for the elderly and would be effective April 1, 2003 for the 2003 tax year. A ballot vote is required.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE SIXTEEN: Shall we modify the exemption for the disabled? The exemption, based on assessed value, for qualified taxpayers shall be \$130,000. To qualify, the person must have been a New Hampshire resident for at least 5 years and own and occupy the real estate individually or jointly, or if the real estate is owned by a spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$19,600 or, if married, a combined net income of not more than \$24,500; and own net assets not in excess of \$65,000 excluding the value of the person's residence. This article represents a recommended modification of the current exemption for the disabled and would be effective April 1, 2003 for the 2003 tax year. A ballot vote is required.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE SEVENTEEN: Shall we adopt the provisions of RSA 72:37 for the exemption for the blind from the assessed value of residential real estate for property tax purposes? This statute provides that every inhabitant who is legally blind shall be exempt each year, for property tax purposes, from the assessed value on a residence to the value of \$25,000. This article represents a recommended modification of the current exemption for the blind and would be effective April 1, 2003 for the 2003 tax year. A ballot vote is required.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE EIGHTEEN: To receive reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers and to vote on any motion relating to these reports and to receive any special resolutions that may be appropriate and to vote thereon.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE NINETEEN: To see if the Town will vote to authorize the Board of Selectmen to convey a portion of the town property known as the Gile Tract, located off Route 120 (Map 21, Lot 2), which portion shall not exceed 25 acres, located in the northeasterly and easterly portions of said parcel, that is, all or part of a tract shown as "25 acre proposed PRD tract" on a map entitled "Gile Tract, Maximum Extent of Proposed Planned Residential Development" prepared by the Office of Robert A. White, dated March 14, 2003, which is available for inspection at the Hanover Town Offices. The property is to be conveyed to either a public or private non-profit entity for the purpose of facilitating the construction and operation of housing affordable primarily to persons or households of low and moderate incomes, on such terms and conditions as determined by the Selectmen as appropriate to accomplish that goal.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE TWENTY: To see if the Town will vote to authorize the Board of Selectmen to accept a .30 acre parcel of land located at 15 East South Street (Map 34, Lot 61), currently owned by the Howe Library Corporation. The parcel would then be merged with the adjoining Town-owned parcel located at 13 East South Street (Map 34, Lot 62), upon which the current Howe Library resides. Once the parcels are combined, the property would be available for future expansion of the Howe Library.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE TWENTY-ONE: To see if the Town will vote to authorize the Board of Selectmen to adopt a Rental Housing Ordinance, which would establish rental housing standards and provide for the registration and inspection of rental properties in Hanover.

Selectmen	For 3	Against 0	Absent 2
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Selectmen	For 3	Against 0	Absent 2
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Selectmen	For 3	Against 0	Absent 2
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Selectmen	For 3	Against 0	Absent 2
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Selectmen	For 3	Against 0	Absent 2
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Selectmen	For 3	Against 0	Absent 2
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ARTICLE TWENTY-SEVEN: To see if the Town will vote to raise and appropriate \$50,000 for deposit into the Parking Capital Reserve Fund for the purposes for which such fund was established, and to fund this appropriation by authorizing the withdrawal of the \$50,000 sum from the undesignated fund balance (surplus) of the Parking Fund as of June 30, 2003. These monies are currently budgeted in the FY 2002-2003 Parking Fund budget.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE TWENTY-EIGHT: To see if the Town will vote to raise and appropriate \$150,000 for deposit into the Parking Capital Reserve Fund, and to authorize funding this item by withdrawal from the undesignated fund balance (surplus) of the Parking Fund as of June 30, 2003. Funding available from the undesignated fund balance in the Parking Fund derives from the cumulative unexpended balance available from each annual operating budget for the Parking Fund. The proposed withdrawal would still result in a remaining undesignated fund balance equal to 9.2% of the proposed operating budget for the Parking Fund, which is considered a prudent financial reserve.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE TWENTY-NINE: To see if the Town will raise and appropriate \$91,140 for the reconstruction of North College Street from Maynard Street north to the Medical School entrance driveway and to authorize funding this item by withdrawal from the North College Street Reconstruction Capital Reserve Fund.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE THIRTY: To see if the Town will vote to raise and appropriate \$65,535 for deposit in the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, with no funds being raised by taxation. This Municipal Transportation Improvement Fund was established by Town Meeting in 2000, authorizing the assessment of a \$5.00 surcharge for each motor vehicle registered in the Town of Hanover pursuant to RSA 261:153 VI. Since that time and through fiscal year 2001-2002, \$65,535 in surcharge fees has been collected and should be deposited in the Fund.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE THIRTY-ONE: To see if the Town will vote to raise and appropriate \$15,000 for implementation of prioritized storm drain grate replacements and pavement marking to insure safer travel by bicycles within the Town, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund.

Selectmen	For 3	Against 0	Absent 2
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ARTICLE THIRTY-TWO: To see if the Town will vote to raise and appropriate \$408,160 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

Police	\$ 42,000
Public Works (includes Sidewalk Reserve Contribution)	\$138,000
Fire Fund	\$ 93,000
Wastewater Treatment Plant Fund	\$108,000
Ambulance Fund	\$ 24,500
Parking	\$ 2,660
Selectmen	For 3 Against 0 Absent 2

ARTICLE THIRTY-THREE: To see if the Town will vote to raise and appropriate \$123,694 for the purposes listed below and to authorize funding these items by withdrawal from the listed capital reserve funds in the following amounts:

Public Works (compactor, leaf vacuum, 3 pick-up trucks, mowers)	\$101,858
Wastewater Treatment Plant Fund	\$ 21,836
Selectmen	For 3 Against 0 Absent 2

ARTICLE THIRTY-FOUR: To see if the Town will vote to approve the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 7, 2003, between the Town of Hanover and the International Association of Firefighters, Local 3288, which calls for the following increases in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>
2003-2004	\$39,578
2004-2005	\$17,005

And further to raise and appropriate the sum of \$39,578 for the 2003-2004 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.

Selectmen	For 3 Against 0 Absent 2
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ARTICLE THIRTY-FIVE: To see what sum the Town will vote to raise and appropriate to pay the expenses of the Town for the 2003-2004 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles.

Selectmen	For 3 Against 0 Absent 2
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ARTICLE THIRTY-SIX: To see if the Town will vote to raise and appropriate \$9,300 to support the services provided to the residents of Hanover by West Central Behavioral Health. This is the second year this article has appeared separately on the warrant.

ARTICLE THIRTY-SEVEN: To see if the Town will vote to send the following resolution to the New Hampshire General Court: Resolved, in its first two years of operation, the Land and Community Heritage Investment Program (LCHIP) has helped communities throughout New Hampshire preserve their natural, cultural and historic resources and, therefore, the State of New Hampshire should maintain funding for LCHIP in its next biennial budget.

ARTICLE THIRTY-EIGHT: (Article by Petition) To see if the Town will vote to request that our elected officials from all levels of government, and those seeking office, work with consumers, businesses and health care providers to ensure that: everyone, including the self-employed, unemployed, un- and underinsured, and small business owners has access to an affordable basic health plan similar to what federal employees receive; that everyone, including employers, consumers, and the state, local and federal government makes a responsible and fair contribution to finance the health care system; that everyone receives high quality care that is cost efficient and medically effective; and that these efforts help control the skyrocketing cost of health care.

ARTICLE THIRTY-NINE: (Article by Petition) To see if the Town will support the proposition that 'pre-emptive war', whereby the United States attacks another country that has not attacked us, is contrary to our best traditions and to our wishes.

ARTICLE FORTY: To transact any other business that may legally be brought before this Town Meeting.

Given under our hands and seal of the Town of Hanover this 7th day of April, 2003.

TOWN OF HANOVER
BOARD OF SELECTMEN

Brian F. Walsh, Chairman
Katherine S. Connolly
William R. Baschnagel
Judson T. Pierson, Jr.
Peter L. Christie

Part II

Explanatory Information

Youth-In-Action Child Care for Town Meeting

Tuesday, May 13, 2003

YIA will be offering child care from 7:00 p.m. – 9:30 p.m. the night of Hanover Town Meeting. **Families must pre-register for this service by Friday, May 9th, 2003.** Please pre-register by calling Kathy Geraghty at 643-4313.

Beyond Our Borders Dessert Sale by Youth-In-Action

Homemade desserts to take home will be on sale at Hanover Town Meeting. Also raffle tickets for a lovely Simon Pearce glass pitcher. Benefits: new milk and nutrition program for young school children in Honduras.

Chapter 1: Information for Town Meeting

Part II: Explanatory Information

What is Town Meeting? All Hanover citizens are encouraged to participate in the yearly Town Meeting, a living example of direct democracy. Town Meeting is a meeting of citizens who come together to form the legislative body of the town. It is held yearly, the second Tuesday in May, to elect town officers, adopt the town budget, and consider other issues that require Town Meeting approval. This year, Town Meeting will be held on May 13.

What is the Warrant? The Town Meeting agenda is called “the Warrant”; each agenda item is called an “article”. The official Warrant precedes this document in Part I, Chapter 1. The Warrant includes two sets of articles:

1. **Ballot voting** (Articles One through Eleven): Voting on Articles One through Eleven - which includes voting for candidates for office and for amendments to the Hanover Zoning Ordinance - is conducted by ballot during the day of Town Meeting (Tuesday, May 13, 2003) from 7:00 am to 7:00 pm, in the Hanover High School gymnasium. The daytime ballot voting is held by secret ballot, referred to as the “Australian ballot” or the “Official ballot”.
2. **Business meeting** (Articles Twelve through Forty): Discussion of and voting on Articles Twelve through Forty – including the proposed budget in Article Thirty-Five – takes place at an open meeting, called the “business meeting”, which begins at 7:00 pm on Tuesday, May 13, in the Hanover High School gymnasium. At the business meeting portion of Town Meeting, citizens sit down together and discuss, modify, and vote.

What if you cannot attend? If you cannot attend Town Meeting...

1. **Ballot items:** You may vote by absentee ballot on the items decided by Australian or Official ballot voting by requesting an absentee ballot from the

Town Clerk's office at Town Hall, and delivering it in person by 5:00 pm the day before Town Meeting or by mail by 5:00 pm the day of Town Meeting.

2. **Business meeting items:** You must be present, however, to vote on or contribute to discussion of any Warrant items to be discussed at the business meeting. By state law, no absentee balloting is allowed on these items.

How can you register to vote? To become a registered voter, you must be a U.S. citizen, eighteen years or older, and a Hanover resident. Information that must be provided at registration includes name, address (mailing and legal residence), place and date of birth, and proof of citizenship. You may register: (1) at the polls on election day, May 13; or (2) in advance at the Town Clerk's Office in Town Hall up to ten days before the election; or (3) with the Supervisors of the Checklist whose public voter registration sessions are advertised before any election.

What is explained in the rest of this chapter? The rest of this chapter, prepared by the Town staff, provides an explanation of all of the articles in the Warrant. The official Warrant precedes this document in Part I of Chapter 1.

Ballot Voting

Articles One – Eleven

Voting on Articles One through Eleven will be conducted by ballot on Tuesday, May 13, 2003 from 7:00 am to 7:00 pm in the gymnasium of Hanover High School.

Article One: Election of Town Officers

The **Selectmen**, so named because members are selected on Town Meeting day, perform most of the Town's legislative functions outside the legislative role granted voters at Town Meeting. Two positions, currently held by William R. Baschnagel and Katherine S. Connolly are to be filled in 2003, each for a three-year term. William R. Baschnagel, Katherine S. Connolly and Thomas P. Hall are the three candidates competing for the two open positions. The two candidates receiving the highest number of votes are elected to fill the two positions.

The **Treasurer** is responsible for receipt and disbursement of Town funds and the short-term investment of excess funds. The position is elected annually and the current Treasurer, Michael Ahern, is seeking re-election to a one-year term.

Both the Howe Library and the Etna Library are Town-supported. Each has a Board of Trustees, but they are elected differently based on their history of foundation. The **Howe Library Trustees** are elected by members of the Howe Corporation; the **Etna Library Trustees** are elected by Town Meeting for a three-year term. One Etna Library Trustee is up for election and the incumbent, Judith Danna, has decided not to seek re-election. Tom Jacobs has filed to serve for a three-year term.

The **Supervisors of the Checklist** are legally responsible for overseeing the voter registration and certification process and for maintaining the updated voter checklist. One Supervisor position, previously held by Fay Sorenson, was vacated during the fifth year of a six-year term. M. Lee Udy was appointed to fill the vacancy prior to the upcoming Town

Meeting. In order to fully complete the six-year term as a replacement for Ms. Sorenson, Town Meeting must formally elect M. Lee Udy to serve the remaining year.

The **Trustees of Trust Funds** oversee the funds reserved for special purposes, and their responsibilities are governed by state statute. One Trustee position is up for election and incumbent Mark B. Severs is seeking re-election to a three-year term.

Note: The following Articles Two through Eleven are Amendments No. 1 – 10 to the Hanover Zoning Ordinance, which must be approved by Town Meeting. Six of the proposed amendments to the Zoning Ordinance have been approved by the Planning Board. Four of the proposed amendments were submitted by petition, none of which have been approved by the Planning Board.

Article Two: Zoning Amendment No. 1—Hotels in “non-rural” portions of the RR District

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows this section of the Town Report.

Three years ago, several changes were made to the provisions of the “RR” Rural Residential zoning district in response to the Planning Board’s discussions with residents of rural Hanover and as a result of the Guiding Growth in Rural Hanover citizen opinion survey. One of these changes was to eliminate Hotels as an allowed use in this district. Inadvertently, this resulted in the Chieftain Motor Inn losing its status as a conforming use. This change to a non-conforming use imposed severe limitations on the extent to which the Chieftain could expand.

This amendment would restore previous zoning rights to the Chieftain, and provide those rights to any other hotel meeting these same standards, being served by public water and sewer and being located on the part of Route 10 known as Lyme Road, while at the same time preserving the original intent behind the amendment to help safeguard the rural character of Etna and Hanover Center.

Article Three: Zoning Amendment No. 2—Driveways

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows this section of the Town Report.

The amendment is intended to address two related problems that have come to the attention of the Planning Board:

- In an effort to limit the parking of cars in front yards, the Zoning Ordinance is specific that parking in front setbacks may occur only in driveways, which are generally perpendicular to the streets and limited in width to not more than 14 feet. However, semi-circular driveways have proven to be an exception to this, providing large areas in the front yards parallel to the street for parked cars in ways that, in some instances, have generated neighborhood controversies. This amendment would eliminate semi-circular driveways. Where unique property conditions justify a need for a semi-circular driveway, it could still be permitted by the Zoning Board by Variance.
- Many lots in Hanover have frontage on more than one street, such as corner lots and through lots (lots which have a street in the front and another street in the rear). The present Zoning

Ordinance makes it difficult for owners of such lots to access side or rear portions of their land from the abutting streets. This amendment would allow additional driveways from abutting streets by Special Exception, provided the driveways do not connect. An exception to this restriction would be allowed in the “RR” Rural Residential and “F” Forestry and Recreation zoning districts.

The amendment also provides additional standards which need to be satisfied in order to be granted a Special Exception by the Zoning Board of Adjustment. These criteria are intended to prohibit parking in the front setback portion of the driveway, to ensure avoidance of adverse impacts on vehicular and pedestrian movement and safety, and to minimize any reduction of the capacity of a street to accommodate on-street parking.

Article Four: Zoning Amendment No. 3—Fill

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows this section of the Town Report.

This section of the Zoning Ordinance is more correctly concerned with the temporary storage of fill and earth materials, rather than with the stockpiling of these. The limitation of ten cubic yards is seen as being excessively restrictive, and no discretion was given to the Zoning Board of Adjustment to allow longer periods of time for completion of larger projects.

This amendment would change Section 318.10 so that it refers to temporary storage, rather than stockpiling, of earth materials; so that the exemption from the requirement of a Special Exception is increased from 10 to 15 cubic yards of such materials in the GR and SR zoning districts in any two-year period; so that there would be an exemption from the requirement for a Special Exception for projects which are subject to Site Plan and Subdivision regulations, and so that the Zoning Board of Adjustment may grant a longer period of time for completion of work as appropriate for projects requiring a Special Exception.

Article Five: Zoning Amendment No. 4—Emergency Generators

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows this section of the Town Report.

It is becoming apparent that emergency generators and other emergency equipment have difficulty meeting the night-time decibel sound limits as required by the Zoning Ordinance. Experience has shown that proper installations of such equipment do not exceed the daytime noise limits. Both daytime and night-time decibel (dB) limits were reduced by a zoning amendment (Article 8) in 2001, and now specify that in commercial districts the daytime and night-time limits are 70 and 55 dB respectively, and in residential districts 60 and 50 dB respectively. Under the Zoning Ordinance as now written, if it cannot be proven that such equipment will always adhere to these noise limits, the Town is not allowed to issue permits for their installation.

This amendment would add emergency generators and other emergency equipment to the list of exemptions to the noise limits in Section 323.3 when operating due to an emergency; however, in order to avoid excessive noise, the amendment specifies that testing or other planned operation of such equipment may take place only during the daytime.

Article Six: Zoning Amendment No. 5—Downtown Parking Credits

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows this section of the Town Report.

The concept of parking credits was introduced into the Zoning Ordinance last year as a part of the Downtown zoning district amendments.

The Zoning Ordinance now specifies that any change or expansion in use or expansion of downtown buildings requires that a property provide sufficient parking credits to satisfy the zoning requirements relative to such use or expanded area. The ordinance currently stipulates that parking credits may be obtained by two means:

- The provision of on-site parking spaces; or
- The permanent conversion of off-site physical parking spaces.

This amendment would provide a third option for obtaining parking credits – the sale of parking credits by the Selectmen. This amendment would not require the Board of Selectmen to offer parking credits for sale, it is rather a mechanism to allow it, should the town vote at a future time to authorize the Selectmen to sell parking credits. It is useful to note that there is no program in place at this time to offer parking credits for sale and, in fact, separate and specific Town Meeting authorization would be required before such a program were established.

Article Seven: Zoning Amendment No. 6—Waiver of Posting Period

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows this section of the Town Report.

The Zoning Ordinance currently requires that any construction project involving the alteration of a structure or building is not allowed to proceed until an approved Zoning Permit has been posted for fifteen days. The Zoning Permit is not effective until after the 15 days have elapsed, and no appeal of the permit has been filed during that posting period. This requirement holds true even for alterations which do not involve any change in any of the aspects of a structure that are governed by the Zoning Ordinance, such as use or size, location, and height (footprint and volume). For instance, projects such as remodeling a kitchen or bathroom, doing only plumbing or wiring work, removing or building interior partitions, converting a flat ceiling into a cathedral ceiling, must wait for this fifteen day posting period before being issued a Building Permit. This requirement has come to be seen as needless and excessive; and it may have had the effect of discouraging homeowners from complying with Town regulations. Interestingly, a review of Town records indicates that over the past five years, no appeals have been filed relative to construction projects of the types for which the posting period would be waived by this amendment.

This amendment would change Section 1001.6 so that construction work on single- and two-family residential property may proceed, at the property owner's risk, upon issuance of Zoning and Building Permits but prior to the expiration of a fifteen day Zoning Permit posting period, as long as such work does not change the use of the property or change the footprint or volume of the existing building.

Article Eight: Zoning Amendment No. 7—Height in the “I” Institutional District

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment. The full text of this amendment is included in the Appendix that follows this section of the Town Report.

This amendment was submitted by petition and would amend Table 204.4 “I” Institutional District by adding a restriction that within 300 feet of a residential district maximum height may not exceed 45 feet.

Article Nine: Zoning Amendment No. 8—Setback requirements for buildings and parking facilities in the “I” Institutional District

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment. The full text of this amendment is included in the Appendix that follows this section of the Town Report.

This amendment was submitted by petition and would amend Table 204.4 “I” Institutional District by adding to the setback requirements a stipulation that for parking facilities serving twenty or more vehicles on lots adjoining residential districts the minimum side and rear setbacks adjoining the districts shall be 75 feet.

Article Ten: Zoning Amendment No. 9—Front yard setback requirements in the “I” Institutional District

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment. The full text of this amendment is included in the Appendix that follows this section of the Town Report.

This amendment was submitted by petition and would amend Table 204.4 “I” Institutional District by adding to the setback requirements a stipulation that for buildings on lots adjoining residential districts the minimum front yard setback within 300 feet of the adjoining districts shall be 30 feet.

Article Eleven: Zoning Amendment No. 10—One-Family Dwelling in the “I” Institutional District

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment. The full text of this amendment is included in the Appendix that follows this section of the Town Report.

This amendment was submitted by petition and would amend Table 204.4 “I” Institutional District so that one-family dwellings become permitted uses rather than uses allowed by Special Exception.

Business Meeting Voting Articles Twelve through Forty

Article Twelve: Election of Additional Town Officers

This article includes election of additional Town Officers that do not need to be elected by written ballot. The officials are:

One member of the **Advisory Board of Assessors** for a term of three (3) years. The Advisory Board of Assessors reviews requests for property abatements and makes recommendations for resolution to the Board of Selectmen.

Three **Fence Viewers**, each for a term of one (1) year. The Fence Viewers, dating back to the colonial era, are available to adjudicate fence disputes.

Two **Surveyors of Wood and Timber**, each for a term of one (1) year. The Surveyors of Wood and Timber also date back to the colonial era, and are elected to adjudicate disputes regarding the sufficiency of a delivered cord of wood. While no longer utilized, many New Hampshire towns still elect Surveyors to maintain this colonial tradition.

One **Pine Park Commissioner** for a term of three (3) years, to participate in overseeing the maintenance and use of Pine Park.

Articles Thirteen and Fourteen: Bond Vote and Related Appropriations for Equipment Upgrade and Replacement Costs Associated with the Wastewater Treatment Plant

The Town of Hanover operates a secondary wastewater treatment plant (WWTP) which treats wastewater and septage from the Town of Hanover and from Centerra, the portion of the Gile Tract owned by DHMC, and northwest Lebanon. The plant was originally constructed as a primary treatment facility in the 1960's and was upgraded to a secondary treatment facility in 1988. No significant reinvestment in the plant has been made since that time.

Federal and state grants funds provided for the vast majority of the expense associated with both the original construction and the secondary upgrade of the Hanover plant. Since that time, federal funding for wastewater treatment plant construction and upgrades has essentially disappeared. The New Hampshire Department of Environmental Services (NHDES) now facilitates the municipal implementation of plant upgrades and new construction by making available low interest loans from the State Revolving Loan Fund (SRF) and by awarding 20-30% grants on eligible wastewater plant construction and modification, depending on the level of local wastewater rates. Hanover rates make it eligible for 20% grants on eligible upgrades and equipment replacement.

The cost of operating and staffing the Hanover WWTP is funded through the Wastewater Treatment Plant Fund, which operates as an independent revenue fund. As such, general local property tax proceeds collected in the General Fund **are not utilized to operate the plant**. Rather, the revenues collected from wastewater fees that are charged all customers that discharge to the municipal sewer and from septage haulers that deposit septic tank loads at the plant, provide the funding for the operation of the WWTP. As a sewer customer or septic system owner, an individual customer supports the Wastewater Treatment Plant Fund either through an annual sewer bill or whenever they contract with a septic service to have their septic tank emptied.

Any new capital investment in the Hanover WWTP must also be funded through the Wastewater Treatment Plant Fund, including the \$4,705,000 upgrade currently being proposed. As such, any bond or loan payments, combined with the use of fund balance, capital reserve funds, private contributions from large generators and grants, will be funded from the Wastewater Treatment Plant Fund.

Over the past two years, the Hanover WWTP has experienced increasing difficulties in adequately disinfecting wastewater prior to discharge into the Connecticut River. In addition, Town staff has experienced significant seasonal variations in the ability to efficiently and

consistently operate the plant, largely related to weather and the College calendar. Faced with the option of investing significant funds (\$750,000 to \$1,000,000) in the replacement of the plant's increasingly unreliable ultra-violet disinfection system, and recognizing that the plant had other operational deficiencies, the Town issued a request for proposals to consulting engineers to do a thorough evaluation of the plant's mechanical condition and capacity in the winter of 2001-2002. The purpose of the study, which was initiated by Dufresne-Henry in March of 2002, was to determine what, if anything, should be done prior to or in addition to the ultra-violet replacement.

The engineering report, finalized in December of 2002, pointed to several problems facing the plant:

1. Given that the last significant upgrade occurred in 1988 and that much of the plant's equipment is at least 15 years old, several components deserved replacement, allowing the plant to incorporate more technologically sophisticated and effective equipment designed to increase the efficiency and reliability of the facility.
2. The plant continues to operate significantly below its hydraulic design capacity of 2.3 million gallons per day (mgd), currently handling 1.3 mgd and a maximum monthly average of 1.7 mgd. However, the average organic and solids loadings to the plant are approaching the 100% design limit. Specifically, the plant's design capacity for biological oxygen demand (BOD) is 3,720 lbs/day and for total suspended solids (TSS) it is 3,340 lbs/day. Currently, the plant is operating at 3,500 lbs/day for BOD (94% of design capacity) and 3,300 lbs/day for TSS (99% of design capacity). Clearly, although handling flows less than 60% of the hydraulic capacity for which it was designed, the strength of the wastewater is proving to be a treatment challenge for the plant given its current biological design constraints. Significant investment needs to be made in equipment to increase the available biological treatment capacity of the plant, and to bring that capacity more closely in line with current available hydraulic capacity. In order to accept any significant increase in wastewater flows resulting from growth in Hanover, let alone growth in Lebanon, the plant's biological capacity must be increased through upgrade.
3. There are significant variations in the characteristics of wastewater treated by the Hanover WWTP. Seasonal variations in flow based on the College calendar further complicate this situation, as the plant is frequently faced with precipitous increases and decreases in hydraulic flow and strength based on when the College is fully in session. As such, for an ultra-violet system to effectively disinfect wastewater from the Hanover area that varies both in strength and quantity, the UV system will need to be significantly "oversized" compared to UV systems in similarly sized activated sludge treatment plants.

While the consultant's study was underway, the plant experienced a particularly challenging treatment cycle during the spring, summer and early fall of 2002. As a result of approximately two dozen violations of the plant's e-coli disinfection limits during that time period, NHDES advised the Town that they planned to issue an "Administrative Order by Consent" which would require that the Town replace and upgrade the plant's UV system. Failure to comply with such an Order would result in fines and legal action by NHDES and EPA. While the Town has not yet received the Administrative Order, in part due to our proactive discussions with NHDES, we have been told to expect an Order within the next several weeks. The estimated cost associated

with upgrading the UV is \$929,000 of the \$4,705,000 required for the upgrade and equipment replacement.

Of the total of \$4,705,000, \$2,994,000 is required to replace equipment in order to improve the operational effectiveness of the WWTP. The remaining \$1,711,000 is required to increase the biological treatment capacity of the plant. An itemized list of proposed improvements is outlined below:

Functional Replacements:

Influent flow meter	\$ 15,000
Existing digester modifications	\$ 678,000
Septage receiving improvements	\$ 159,000
Tank drains	\$ 508,000
Sludge pump modifications	\$ 168,000
Thickener upgrades	\$ 391,000
Polymer system upgrades	\$ 146,000
UV improvements	\$ 929,000
Subtotal	\$2,994,000

Capacity Upgrades:

Dissolved oxygen probe	\$ 79,000
Blower/aeration upgrades	\$ 366,000
Clarifier modifications	\$ 145,000
Selector tank	\$1,121,000
Subtotal	\$1,711,000
Total Cost	\$4,705,000

To implement the recommended improvements, Town Meeting is being asked to appropriate \$4,705,000. Of that amount, Town Meeting must approve the two key elements of the funding package. The first is the issuance of \$3,000,000 in bonds and notes as contained in Article Thirteen. Currently, the Town intends to borrow the full \$3,000,000 from the SRF program, which is available at below municipal bond interest rates to municipalities. However, the Town is not assured that sufficient SRF funds will be available when we are ready to apply and must, therefore, seek bond authority in the event the SRF monies are not available. Given the current uncertainty around the State budget for the next biennium, it is not clear whether or not the SRF program will remain in existence. The principal and interest payment on the loan will be budgeted annually in the Wastewater Treatment Plant Fund operating budget, and will be offset by the receipt of an anticipated 20% grant payment from NHDES over the life of the loan. As such, of the up to \$3,000,000 borrowed, \$600,000 should be received as revenue from NHDES to offset the annual loan payments.

The second element of the funding package is the utilization of three additional sources of funding as outlined in Article Fourteen. The Board of Selectmen is requesting the appropriation of \$206,000 from the Wastewater Treatment Plant Fund undesignated fund balance. Currently the accumulated undesignated fund balance (that amount set aside at the end of each fiscal year that has been budgeted but not expended) totals \$372,440 as of the end of FY 2001-2002. Prudent fund management requires that the Town retain \$166,440 in fund balance, enabling the use of the remaining balance of \$206,000 to help pay for the proposed improvements. In

addition, the Board seeks an appropriation of \$886,392 from the Wastewater Treatment Plant Fund Capital Reserve, which has been established for upgrade of the plant. This is money that has been set aside since 1996 toward any future major upgrade or equipment replacement, and should be used for the improvements now proposed. Finally, the Town has received \$620,000 from Dartmouth College and Dartmouth Hitchcock Medical Center for plant upgrade and equipment replacement, and those funds should be appropriated toward the cost of the improvements as well.

The proposed \$4,705,000 improvement package is designed to restore the plant's biological treatment capacity to 85% of design capacity. This investment will "buy" the Town approximately five additional years of treatment life, depending on the rate of growth in the areas served by the WWTP. It is clear that additional investments will need to be made in the plant in the next five-to-ten years, depending on the rate of build-out, the amount of Lebanon wastewater Hanover continues to treat, and on any new treatment requirements imposed by either the EPA or NHDES. Over the next several months, Town staff will be working with the Board of Selectmen on a number of initiatives designed to identify future WWTP capital needs, including:

1. Finalizing estimates of the amount of wastewater that could be generated from within Hanover and from within the area of Lebanon served by the Hanover WWTP assuming full build-out, and determining a realistic timeframe for such build-out to occur.
2. Preparing cost estimates for future plant upgrade(s) that will be required to accommodate the anticipated additional flows based on an assumed build-out timeline. As part of this assessment, staff will review the Town's ability to physically expand the Hanover WWTP given the fairly small footprint on which it resides.
3. Finalizing a fee study that will make recommendations regarding short-term fee increases required to fund the upcoming improvements and the reallocation of fees from households to large wastewater generators, in order to insure a more equitable correlation between quantity and quality of wastewater generated and the cost to treat that waste. In addition, the fee study will assess the potential impact of future upgrades on long-term wastewater rates.
4. Finalizing a draft Sewer Ordinance for consideration and adoption by the Board of Selectmen and implementing an Industrial Pretreatment Program.
5. Developing the list of issues Hanover will need to discuss with Lebanon as part of a renegotiated Inter-Municipal Agreement, to include any future limits on the Town's ability to treat Lebanon wastewater generated from Centerra, the Gile Tract and Northwest Lebanon and any payments that will be required from the City and/or wastewater generators in Lebanon in order to build a sufficient capital reserve to fund the construction of additional capacity in the Hanover treatment facility.

The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing on April 7, 2003.

Article Fifteen: Elderly Exemption from Property Taxes

State law (RSA 72:39-b) allows New Hampshire communities to adopt a partial exemption from local property taxes for elderly residents 65 years of age and over and also allows communities to adjust the amount of the exemption and the qualifying income and asset levels periodically to keep up with inflation and local property values. Hanover has adopted such an elderly

exemption. Town Meeting last voted to modify the exemption amount in 1989, prior to the Town's last revaluation, and to adjust the income and asset levels in 1997. In anticipation of the upcoming revaluation which will be implemented in the fall of 2003 and in recognition of the cumulative impact of inflation since 1997, Town staff is recommending an adjustment of the exemption, an adjustment in qualifying net income, and an increase in the net asset allowance. The Town granted 23 elderly exemptions in tax year 2002 with a total assessed value of \$1,600,000. The specific adjustments are outlined below:

- **Exemption (Assessed Value)**

	From	To
65-74 years of age	\$40,000	\$ 65,000
75-79 years of age	\$60,000	\$ 95,000
80 years or older	\$80,000	\$130,000

- **Net Income (Not to exceed)**

	From	To
Single	\$23,956	\$27,190
Married	\$33,345	\$37,850

- **Net Assets (Not to exceed)**

	From	To
Net less value of residence	\$50,000	\$65,000

The Board of Selectmen voted to support this article after holding the first of two public hearings on April 7, 2003

Article Sixteen: Disabled Exemption from Property Taxes

State law (RSA 72:37-c) allows New Hampshire communities to adopt a partial exemption from local property taxes for disabled individuals and also allows communities to adjust the amount of the exemption and the qualifying income and asset levels periodically to keep up with inflation and local property values. Hanover adopted such a disabled exemption in 1994 and has not modified the exemption, qualifying income and asset levels since that time. In anticipation of the upcoming revaluation which will be implemented in the fall of 2003 and the cumulative impact of inflation since 1994, Town staff is recommending an adjustment of the exemption, an adjustment in qualifying net income, and an increase in the net asset allowance. The Town granted one disabled exemption in tax year 2002 with a total assessed value of \$80,000. The specific adjustments are outlined below:

- **Exemption (Assessed Value)**

	From	To
	\$80,000	\$130,000

- **Net Income (Not to exceed)**

	From	To
Single	\$16,000	\$19,600
Married	\$20,000	\$24,500

- **Net Assets (Not to exceed)**

	From	To
Net less value of residence	\$50,000	\$65,000

The Board of Selectmen voted to support this article after holding the first of two public hearings on April 7, 2003.

Article Seventeen: Blind Exemption from Property Taxes

State law (RSA 72:36-b) allows New Hampshire communities to adopt a partial exemption from local property taxes for blind individuals and also allows communities to adjust the amount of the exemption periodically to keep up with local property values. Hanover has adopted such a blind exemption. Town Meeting last modified the exemption in 1977. In anticipation of the upcoming revaluation which will be implemented in the fall of 2003, Town staff is recommending an adjustment of the exemption related to the anticipated increase in assessed values of residential property. The Town granted two blind exemptions in tax year 2002 with a total assessed value of \$30,000. The specific adjustment is outlined below:

- **Exemption (Assessed Value)**

From	To
\$15,000	\$25,000

The Board of Selectmen voted to support this article after holding the first of two public hearings on April 7, 2003.

Article Eighteen: Resolutions

During consideration of this article, the Board of Selectmen and the Parks and Recreation Board will read a series of resolutions honoring Hanover citizens and retiring Town employees.

Article Nineteen: Gile Tract Affordable Housing Transfer

For over a year and a half, the Town of Hanover and its Affordable Housing Commission have examined the possibility of utilizing part of the approximately 52-acre Gile Tract for an affordable housing complex. This article would enable the Selectboard to convey a portion of the Gile Tract, not to exceed 25 acres, to an entity such as the Hanover Housing Authority or the Twin Pines Housing Trust, or to join in partnership with such an organization for the purpose of building and operating affordable housing on that land. The Twin Pines Housing Trust is a tax-exempt, non-profit organization, founded in 1990 and based in White River Junction, with extensive experience in providing and managing low- and moderate-income affordable housing in the Upper Valley, including Spencer Square in Lebanon, Anne's Place in Enfield, and Starlake Village in Norwich.

Thus far, the Affordable Housing Commission has developed schematic plans and cost estimates. It has been determined that, without the assumption of "no net land cost", the proposed affordable housing concept would not be financially feasible. The concept envisions the creation of a neighborhood based upon "smart growth" planning principles, consistent with the draft revised Hanover Master Plan, which encourages building close to existing services and settled areas, utilizing compact site plans which accommodate a range of housing types, incorporating "green" building methods and materials, and conserving open space.

Present plans call for building 24 apartments for families with household incomes of \$40,000 or less, 18 houses for household incomes between \$40,000 and \$60,000, and 18 units for sale at market prices. Sales of market rate units will be used to cover some of the infrastructure and overhead costs of the project. At least 65% of the proposed parcel will be permanent open space, as required by the town's Planned Residential Development (PRD) regulations.

If this article is passed by Town Meeting, the Affordable Housing Commission would continue, assisted by the Twin Pines Housing Trust, to develop increasingly detailed site designs, site engineering, obtain proper permitting, explore building design options, develop financing options, and take other steps necessary to prepare for construction of the housing complex. Final designs may alter in a relatively small fashion the currently contemplated number, design, and types of housing units, but it is fully anticipated the current concept is close to what will finally be built. Much of this pre-development work will be financed through a \$30,000 grant from the New Hampshire Housing Finance Agency.

This Article would not allow the Board of Selectmen to convey this portion of the Gile Tract for any purpose other than for the development of affordable housing. The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing held on April 7, 2003.

Article Twenty: Acceptance of Parcel of Land Owned by Howe Corporation

The Howe Library Corporation owns the .30 acre residential parcel located at 15 East South Street, immediately adjacent to the Howe Library which is located at 13 East South Street. The property currently contains an older single family home which will be relocated to a nearby parcel on Currier Place. The Howe Corporation is currently engaged in a fundraising campaign that would enable the expansion and renovation of the current Library building. The expansion would be sited on the 15 East South Street parcel.

The Howe Library represents a partnership between the Howe Library Corporation and the Town of Hanover. Dating back to the original construction of the Howe Library, the Town owns the parcel at 13 East South Street, and the Howe Library Corporation owns the Howe Library building. In keeping with that arrangement, the Howe Library Corporation seeks to transfer the adjoining parcel at 15 East South Street to the Town of Hanover. If Town Meeting approves the acceptance of the 15 East South Street parcel, it will be legally merged with the current Howe Library parcel prior to the start of construction. The Board of Selectmen voted to support this article at the Pre-Town Meeting Public Hearing held on April 7, 2003.

Article Twenty-One: Rental Housing Code

This article would authorize the Board of Selectmen to adopt a Rental Housing Ordinance to provide enforceable standards relative to the health and safety of rental housing in Hanover. Public officials familiar with conditions of a large number of rental housing units in Hanover, including the Health Officer, the Building Inspector, the Zoning Administrator, the Fire Chief, and the Police Chief, have all expressed a need for basic health and safety regulations for this housing. Unsanitary and even life-threatening conditions in a number of Hanover rental units have been found by these officials, and stories of similar conditions have been published over the last few years in local newspapers. Short-term rentals (less than 90 days in any six-month period) and rooms rented to roomers, home healthcare providers or caretakers would be exempt from the proposed ordinance.

It is contemplated that such a Rental Housing Ordinance would be based on State Health Law (RSA 48-A), and that it could use as a model a nationally recognized property maintenance code such as the one developed by the Building Officials & Code Administrators International Organization (BOCA), which has been used in other college towns, adapted so as to be appropriate to Hanover's particular needs. By this article, the Board of Selectmen would simply be enabled, but not required, to adopt such an ordinance, and could only do so after holding public hearings to determine the need for, and content of, such an ordinance. It is to be expected

that such an ordinance in Hanover would concentrate on matters of structural and functional health and safety, and on general upkeep of the yard and building exterior, but not on the cosmetic appearance of residences.

The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing held on April 7, 2003.

Article Twenty-Two: Distribution of Revenue into the Land and Capital Improvements Fund

The 1999 Town Meeting voted to create a Land and Capital Improvements Fund and a Conservation Fund, and then annually to consider taking the proceeds from the preceding fiscal year's Land Use Change Tax and distributing 50% to the Land and Capital Improvements Fund and 50% to the Conservation Fund. This article distributes 50% of the Land Use Change Tax revenue from FY 2001-2002 into the Land and Capital Improvements Fund. This fund can be utilized to purchase land for Town facilities or to assist in the construction or renovation of Town facilities. The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing on April 7, 2003.

Article Twenty-Three: Distribution of Revenue into the Conservation Fund

Mirroring the action taken in Article Twenty-Three, this article distributes 50% of the FY 2001-2002 Land Use Change Tax revenue into the Conservation Fund. This fund can be utilized to purchase conservation land, conservation easements, or to implement land conservation-related activities. The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing on April 7, 2003.

Article Twenty-Four: Appropriation of Conservation Fund Monies to Acquire Land or Conservation Easement on Piper's Lane

The Conservation Commission feels strongly about conserving this property for two specific reasons. First, it offers protection to a significant portion of a Class VI road, including approximately 1,800 feet of frontage on the Class VI portion of Pipers Lane. Purchase of this property, or placing a conservation easement on it, would protect three-quarters of the north side of the Class VI portion of Pipers Lane. Class VI roads in general, and this road in particular, are well-loved and well-used public recreational corridors. Second, it contains a very unusual natural plant community. As reported in a botanical survey prepared for the Town by a naturalist, this property is one of two "highest conservation priorities" in Town when considering conservation from the botanical perspective because it harbors at least seven threatened or endangered species. Purchase of this property is also consistent with four of six open space goals set forth in the *Open Space Priorities Plan*, including conservation, protection and sound management of the natural resource base; protection and enhancement of the ecological integrity of the town's diverse natural communities and wildlife habitats; sustaining the scenic quality and visual character of the town; and maintaining and expanding landscape-based recreational and educational opportunities.

There is an imminent threat of development of this parcel which currently has no structures on it. The property came to the attention of town staff when the owner contacted the town inquiring about how to improve the Class VI portion of Pipers Lane to create driveway access for construction of a residence on the lot. If not conserved, the character of much of the length of the Class VI portion of Pipers Lane could change and the unusual natural community will be

threatened or destroyed. Changes in hydrology and cover type are threats to its natural balance. The owner's need for revenue from the property makes it necessary for the Conservation Commission to go forward expeditiously. If a property appraisal comes in higher than the \$80,000 requested, the Commission will attempt to fundraise from private sources to make up the difference.

As stated in the Memorandum of Understanding for the Conservation Fund, capital expenditures by the Conservation Commission from the Conservation Fund for land acquisition of any type shall not exceed an annual aggregate total of \$50,000. Capital expenditures in excess of an aggregate total of \$50,000 shall require approval by the Board of Selectmen and Town Meeting. The Selectmen have given their approval and voted to support this article at the Pre-Town Meeting public hearing held on April 7, 2003. Approval of this article will not result in an increase in taxes because this money already resides in the Town's Conservation Fund.

Article Twenty-Five: Funding from the Land and Capital Improvements Fund for Construction of Parking to Serve New Baseball Field on Grasse Road

In the FY 2002-2003 budget, \$35,000 in funding was approved for the construction of a new baseball field on Town-owned land in the Gile Tract, adjacent to the former Town dump. As a result of the ensuing negotiations with Dartmouth College and Dresden resulting in the three party agreement finalized in July of 2002, which included leasing a large portion of the Town's Gile Tract dump site to Dartmouth College for outdoor storage, the Town was forced to relocate the planned baseball field. After a review of possible sites, staff was able to secure the use of land on Grasse Road, owned by the Hanover Water Works Company, for construction of the field. Unfortunately, the costs associated with preparing the site and constructing a baseball field on the Grasse Road property are higher than they were on the Gile Tract parcel, resulting in an insufficiency of funds to construct a gravel parking lot to serve the small complex and to plant the landscaping required by the Conservation Commission and Planning Board. Town staff has recommended that \$26,200 be appropriated from the Land and Capital Improvements Fund in order to construct the additional baseball field amenities. The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing on April 7, 2003.

Article Twenty-Six: Establishment of a Reserve for Replacement of Dispatch Equipment

The Hanover Dispatch Center was recently outfitted with new dispatch equipment, which replaced the 15 year old technology in the facility that was neither highly reliable nor serviceable. In order to fund the \$165,000 cost to replace the equipment, Town Meeting authorized the issuance of bonds and notes in 2001. At that time, Town staff indicated that they would prefer to set aside funds each year toward the eventual replacement of the current equipment within the next 10-15 years, based on the change in available dispatch technology, in order to avoid the interest expense associated with bonding for the purchase. This article establishes a reserve for replacement of the equipment, and the proposed budget for FY 2003-2004 includes the first payment into that reserve. The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing on April 7, 2003.

Article Twenty-Seven: Payment into Parking Capital Reserve Fund

This article seeks to appropriate \$50,000 from the FY 2002-2003 Parking Fund budget. These funds were budgeted in the event major repairs were required in the current fiscal year but have not been expended. It is recommended that the funds be deposited into the Parking Capital Reserve for use in any future repairs or enhancements to Town parking facilities, including the

new structure and multiple surface parking lots. The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing on April 7, 2003.

Article Twenty-Eight: Additional Payment into Parking Capital Reserve Fund

Over the past several years, the Parking Fund has accumulated a significant undesignated fund balance. Undesignated fund balance represents those funds that are budgeted for operating expenses but which are not expended; whatever is unexpended is held in undesignated fund balance which is available for unforeseen emergencies. Prudent municipal financial management dictates that each operating fund should have an additional 5-10% of the total annual operating budget of the fund set aside as undesignated fund balance. As of the annual audit of the FY 2001-2002 operating budget, the Parking Fund had an undesignated fund balance totaling \$516,398. Recognizing the need to retain at least \$150,000 in undesignated fund balance in order to prudently manage the fund, the Parking and Transportation Board is recommending that a portion of the fund balance in excess of this amount be transferred to the Parking Capital Reserve Fund. Specifically, a transfer of \$150,000 into the Capital Reserve is recommended. The Parking Capital Reserve Fund can be utilized for any future repairs that may be required to adequately maintain the Town's parking facilities, including the new structure and multiple surface lots. The Board of Selectmen voted to support this transfer during adoption of the Proposed Budget for FY 2003-2004 on March 5, 2003.

Article Twenty-Nine: Withdrawal of Funds from the Reserve for Reconstruction of North College Street

This article requests that funds be withdrawn from the North College Street Capital Reserve to reconstruct the second segment of what will be a three-phase project. Town staff reconstructed the first portion of North College Street during the summer of 2002, from Wentworth north to Maynard Street. During the summer of 2004, Town staff plans to reconstruct the section of North College Street extending from Maynard Street north to the Medical School circular drive entrance. This portion of the project, consisting of some utility work, complete road bed replacement and pavement reconstruction, sidewalk replacement, installation of granite curbing and landscaping is estimated to cost \$91,140, and this article appropriates funds from the Reserve for this purpose. In the future, once the College has completed planning for the Maynard Street dormitory project and Dewey Field, the intersection of North College Street, North Park Street and Lyme Road will also be reconstructed and the signal upgraded. The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing on April 7, 2003.

Article Thirty: Transfer of Funds Collected into the Municipal Transportation Improvement Fund

State statutes enable New Hampshire communities to establish a Municipal Transportation Improvement Fund, pursuant to RSA 262:153 VI. Such a fund is created by adopting a motor vehicle registration surcharge of up to \$5.00, which is collected each time a motor vehicle is registered within a municipality. Town Meeting voted to collect the additional \$5.00 surcharge in 2000, as well as to establish the Municipal Transportation Fund. Proceeds from the fund are to be used to support eligible local transportation improvement projects such as public transportation, roadway improvements, signal upgrades and development of new bicycle and pedestrian paths. Since the surcharge was implemented in 2000, \$65,535 has been collected as of the completion of the FY 2001-2002 audit. This article officially transfers the surcharge collected into the Municipal Transportation Improvement Fund. Each year hereafter, a similar

article will be included on each warrant, appropriating the proceeds collected from the prior fiscal year into the Fund. The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing held on April 7, 2003.

Article Thirty-One: Withdrawal of Funds from the Municipal Transportation Improvement Fund

The Town's Bicycle Committee has requested the withdrawal of \$15,000 in funds from the Municipal Transportation Improvement Fund to support the replacement of prioritized storm drain grates with bicycle-safe grates, as well as the painting of additional pavement markings to insure safer travel of bicycles within the Town. This is a purpose for which the Fund was established. The Board of Selectmen voted to support this article during the Pre-Town Meeting public hearing held on April 7, 2003.

Article Thirty-Two: Payment into Capital Reserve Funds

This article appropriates and authorizes the payment of monies into various Capital Reserve Funds. All of these actions are taken as part of the recommended budget for FY 2003-2004. The Town makes regular, annual contributions to these funds and then, as required, expends monies from the funds to replace vehicles and equipment. The Selectmen voted to support these appropriations as part of their final budget deliberations on March 5, 2003.

Article Thirty-Three: Withdrawal of Funds for Vehicle and Equipment Replacement

This article authorizes the withdrawal of funds from two different Capital Reserve Funds to replace the following vehicles and pieces of equipment:

Public Works Equipment Reserve (compactor, leaf vacuum, three pick-up trucks, mowers)	\$101,858
Wastewater Treatment Plant Reserve (skidsteer tractor)	\$ 21,836

The Board of Selectmen voted to support these expenditures as part of their final budget deliberations on March 5, 2003.

Article Thirty-Four: Union Contract with Firefighters

The Town has completed negotiations with Local 3288 of the International Association of Firefighters, which represents the Firefighters in the Hanover Fire Department. The contract, which would expire on June 30, 2005, includes a 2.5% wage scale adjustment effective July 1, 2003, and July 1, 2004. In addition, the contract includes a two-year phase-in for a revised benefits package, resulting in a revised health insurance co-payment for bargaining unit employees. The Board of Selectmen voted to support the proposed union contract with IAFF Local 3288 on April 7, 2003.

Article Thirty-Five: Proposed Municipal Budget for FY 2003-2004

Once again for FY 2003-2004, the Board of Selectmen felt very strongly that - in light of the recently enacted statewide property tax and the school facility bond issue scheduled for a vote in late May of 2003 - it was important to minimize the impact of the proposed budget on the municipal portion of the tax rate. Therefore, the General Fund budget for FY 2003-2004

represents a 2.86% municipal tax rate increase to \$5.70 from the current municipal tax rate of \$5.54. The Town Manager's Budget Report, located in Chapter 2, page 14, provides a detailed explanation of the proposed budget, which includes appropriations for the tax-supported General, Fire and Parking Funds, as well as the non-tax supported Wastewater Treatment Plant and Ambulance Funds. The Board of Selectmen voted unanimously to support the budget as proposed for FY 2003-2004 during their final budget public hearing on March 5, 2003.

Article Thirty-Six: Funding for West Central Behavioral Health

West Central Behavioral Health, a local community mental health agency that serves individuals in Hanover and throughout the Upper Valley, requests funding in the amount of \$9,300 for FY 2003-2004. This funding helps to support a wide range of services provided to Hanover residents, from child and adult therapy to substance abuse therapy, vocational services, and case management. The agency finds the need to request funding from communities it serves as a result of reductions in available state and federal funding, thereby shifting costs to the local level. This is the second year that West Central has requested funding from the Town.

Article Thirty-Seven: Article Regarding Maintenance of State Funding for LCHIP

In the two years since it has been operational, the Land and Community Heritage Investment Program (LCHIP) has provided grants to communities to protect land and historic buildings. Although Hanover has not been a recipient of these funds, grants have been awarded for 68 projects in 59 communities, which have helped restore or rehabilitate 35 historic structures and conserve 16,700 acres of land. Historically, for every state dollar granted there is a match of \$4.42 from municipal, non-profit, federal and private sources. Ultimately, the Hanover Conservation Commission would like to apply for LCHIP funding to conserve land and so recommends that the town support this resolution to maintain funding for LCHIP.

Article Thirty-Eight: Petition Article Relative to the Health Care for New Hampshire Resolution

This article is placed on the warrant by petition. A statewide organization, "New Hampshire for Health Care", enlisted the signatures of 35 Hanover registered voters in order to place this article on the warrant for action by Town Meeting.

Article Thirty-Nine: Petition Article Relative to War in Iraq

This article is placed on the warrant by petition. A local group of citizens enlisted the signatures of 35 registered Hanover voters in order to place this article on the warrant for action by Town Meeting.

Article Forty: Other Items

This warrant article allows attendees at Town Meeting to raise any other items for consideration.

APPENDIX

Full Text of Proposed Zoning Ordinance Amendments

Full text of Article 2: Zoning Amendment No.1—Hotels in “non-rural” portions of the RR District:

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

Proposed new wording is shown in *bold italics* and deletions in ~~*bold italic strikethrough*~~

Amend Table 204.7 “RR” Rural Residence by adding to the portion of the table labeled “Uses” and under the column therein labeled “Allowed by Special Exception” the words “*Hotel (located on that part of Route 10 known as Lyme Road, and served by public water and sewer)*”.

Full text of Article 3: Zoning Amendment No.2—Driveways:

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

Proposed new wording is shown in *bold italics* and deletions in ~~*bold italic strikethrough*~~

“210.1 A Driveways:

No restrictions on the number or size of driveways shall apply in the B, D, I, BM, or OL Zoning Districts. In all other districts, the following restrictions shall apply. One driveway which leads to an enclosed garage or covered carport or parking area and which is not more than fourteen (14) feet in width will be allowed as an accessory use. Widths in excess of fourteen (14) feet may be allowed where additional width is necessary to provide an adequate turning radius or where it is necessary for vehicles to enter or leave a garage or enclosed carport which vehicle opening is more than fourteen (14) feet wide. In such cases a driveway may be the width of the vehicle opening of the garage or enclosed carport and extend from the front of this opening towards the front lot line a maximum distance of thirty (30) feet.

A portion of an approved shared driveway serving an adjoining lot shall not be considered to be a second driveway and shall not require a Special Exception. A shared driveway shall be a single roadbed through the required front setback.

The Zoning Board of Adjustment may grant a Special Exception for the following uses:

~~*By Special Exception the Board of Adjustment may grant:*~~

- (1) ~~The use of a semi-circular driveway no more than nine (9) feet wide within the required front setback.~~

- (1) *In cases where a lot has frontage on more than one street and where such streets do not intersect each other, or on a corner lot in the "RR" or "F" zoning district, one driveway per frontage, provided that the driveways on the lot do not connect or otherwise provide vehicular access between streets.*
- (2) Other driveways ~~which do not lead to a garage or enclosed carport, or parking area~~ giving access to a portion of a property not accessible by the driveway serving the principal use on the lot.
- (3) Any portion of a driveway which exceeds the width limitation of permitted accessory use.

In considering a request for a Special Exception under this section, in addition to the criteria of Section 206, the Board shall find that the following standards are satisfied:

- (1) *Notwithstanding Section 210.1.B.(2), no vehicles shall be parked within the front setback of any driveway subject to a Special Exception.*
- (2) *The additional curb cut or extra width shall not adversely affect the movement of vehicles or pedestrians using the streets and sidewalks in the area.*
- (3) *The additional curb cut or extra width shall not adversely affect the parking of vehicles along the streets in the area.*
- (4) *The use shall not present a hazard to vehicles or pedestrians using the streets and sidewalks in the area.*

Full text of Article 4: Zoning Amendment No.3—Fill:

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

Proposed new wording is shown in *bold italics* and deletions in ~~*bold italic-strikethrough*~~

"318.10 The ~~*stockpiling temporary storage*~~ of any type of earth material, topsoil, gravel, rock, or other debris for filling or deposition except for landscaping and/or in association with construction and property maintenance, in an amount greater than ~~*10 (ten)*~~ *15 (fifteen)* cubic yards in the "GR" and "SR" Zones, or in an amount greater than 30 (thirty) cubic yards in the "RR" and "F" Zones, in any two year period, is permitted only by Special Exception. Notwithstanding the foregoing ~~*and except for projects subject to Site Plan or Subdivision regulation*~~, a Special Exception shall be required for any deposition of fill in an amount greater than 200 cubic yards. In addition to satisfying the requirements of Section 206.1 the applicant must present a plan to be approved by the Zoning Board of Adjustment showing the final grades and topography of the property. The topography plan will show existing and final grades with contour lines at intervals of not more than five feet. No resulting final elevations will be more than five feet higher at the mutual property line than any of the abutting properties and no resulting slopes on the property will be over 10%. All filling, grading and seeding will be completed within six months of receipt of the Special Exception ~~*unless the Board of Adjustment specifically authorizes a longer period of time.*~~"

Full text of Article 5: Zoning Amendment No.4—Emergency Generators:

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

Proposed new wording is shown in ***bold italics*** and deletions in ***bold italic strikethrough***

Add the following, shown in bold italics:

“323.2 Measurement of Noise:

- A. Noise shall be measured at any adjoining property line with a sound meter meeting the standards of the American Standards Institute (ANSI S1.4-1983 American Standard Specification for General Purpose Sound Level Meters). The instrument shall be set to the A-weighted response scale and the meter to the slow response. Measurements shall be conducted in accordance with ANSI S 12.31 and S 12.32 American Standard Meter for the Physical Measurement of Sound.
- B. The slow meter response of the sound-level meter shall be used in order to best determine that the amplitude has not exceeded the limiting noise level set forth in Section 323.1.

323.3 Exemptions:

The following uses and activities shall be exempt from the provisions of this Section:

- A. Safety signals, warning devices, ~~and~~ emergency relief valves, ***emergency generators, and other emergency equipment when in operation due to an emergency, or testing or other planned operation; testing or other planned operation shall take place only during the day, as defined in Section 323.1 B.***
- B. Unamplified human voices and crowd noises generated at gatherings open to the public.
- C. Power tools, including lawn mowers, snow blowers and chain saws, when used for the construction or maintenance of property.”

Full text of Article 6: Zoning Amendment No.5—Downtown Parking Credits:

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

Proposed new wording is shown in ***bold italics*** and deletions in ***bold italic strikethrough***

“401.2 Within the D district, parking requirements may be satisfied by on-site spaces or Parking Credits. Parking Credits may be awarded in accordance with Section 403.4 or by arranging to convert off-site spaces to Parking Credits in accordance with Section 402.C. ***Alternatively, the Town of Hanover may allow Parking Credits to be purchased to satisfy parking requirements.*** One Parking Credit is the equivalent of one parking space. Such Parking Credits are to be conveyed with the property and may not be used to satisfy the zoning requirement of another property, sold, leased, or otherwise transferred or used to satisfy the zoning requirements of another property.

At any time following the adoption of this Ordinance, in order to be compliant with zoning requirements, the total parking assets associated with a property (on-site spaces

plus Parking Credits) must equal or exceed the requirements for that property as set forth in Section 404.”

Full text of Article 7: Zoning Amendment No.6—Waiver of Posting Period:

At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment.

Proposed new wording is shown in *bold italics* and deletions in ~~*bold-italic-strikethrough*~~

“1001.6 No Zoning Permit issued hereunder shall take effect until fifteen (15) days have passed, or in the event an appeal is taken to the Zoning Board of Adjustment, such permit shall not take effect until a final decision on such appeal. Each Zoning Permit shall contain a statement of a period of time within which an appeal may be taken. Within three (3) days following the issuance of a Zoning Permit, the Zoning Administrator shall post a copy of the permit in at least one (1) public place until the expiration of fifteen (15) days from the date of issuance of the permit. *When proposed work on a single-family or two-family residential property involves no change in the use of the property and no change in the footprint or volume of an existing building on the property, then the work may proceed, at the owner’s risk, upon the issuance by the Zoning Administrator of the zoning permit and by the Building Inspector of the building permit.*”

Full text of Article 8: Zoning Amendment No.7—Height in the “I” Institutional District:

This amendment was submitted by petition. At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment.

Proposed new wording is shown in *bold italics* and deletions in ~~*bold-italic-strikethrough*~~

Amend Table 204.4, “Institutional District” to provide as amended:

“Maximum Height: Sixty feet (60) except that the maximum height shall be 35 feet within 150 feet *and 45 feet within 300 feet* of a residential district.”

Full text of Article 9: Zoning Amendment No.8—Setback requirements for buildings and parking facilities in the “I” Institutional District:

This amendment was submitted by petition. At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment.

Proposed new wording is shown in *bold italics* and deletions in ~~*bold-italic-strikethrough*~~

Amend Table 204.4, “Institutional District” to provide as amended:

“Setback requirements: For buildings *and parking facilities serving 20 or more vehicles* on lots adjoining residential districts the minimum side and rear setbacks adjoining the districts shall be 75 feet.”

Full text of Article 10: Zoning Amendment No.9—Front yard setback requirements in the “I” Institutional District:

This amendment was submitted by petition. At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment.

Proposed new wording is shown in *bold italics* and deletions in ~~*bold italic-strikethrough*~~

Amend Table 204.4, “Institutional District” to provide as amended:

“Setback requirements: For buildings on lots adjoining residential districts the minimum side and rear setbacks adjoining the districts shall be 75 feet *and the minimum front yard setback within 300 feet of the adjoining districts shall be 30 feet.*”

The effect of Amendments 8 and 9 together would be that the “Setback Requirements” paragraph of Table 204.4, which governs the use and development intensity of the “I” Institutional District, would read as follows (proposed new language is indicated in *bold italics*):

“Setback requirements:

For buildings *and parking facilities serving 20 or more vehicles* on lots adjoining residential districts the minimum side and rear setbacks adjoining the districts shall be 75 feet *and the minimum front yard setback within 300 feet of the adjoining districts shall be 30 feet.* The required front setback shall be 20 feet. For properties in the Institutional District on which a setback line is shown on the Downtown Area Setback Line map, the minimum front setback shall be the distance established by the line shown on the Downtown Area Setback Line map. In all other cases there shall be no side or rear setback requirements.”

Full text of Article 11: Zoning Amendment No.10—One-Family Dwelling in the “I” Institutional District:

This amendment was submitted by petition. At a Public Hearing held on April 1, 2003, the Hanover Planning Board voted unanimously to recommend that Town Meeting not approve this zoning amendment.

Proposed new wording is shown in *bold italics* and deletions in ~~*bold italic-strikethrough*~~

Amend table 204.4 “I” Institution so that “One-Family Dwelling**” is moved from the column Labeled “Allowed by Special Exception” to the column labeled “Permitted Uses”.

Chapter 2

Selectmen, Town Manager and Budget Reports



April 8, 2003

Selectmen's Report

Dear Citizens of Hanover:

Hanover is its people and, in particular, its citizens who give thousands of hours to the Town each year serving on the Town's Boards and Commissions. Others attend meetings and voice their thoughts, adding to the civil, reasoned discussion that is the continuation of Hanover's lively exercise of the democratic process.

It is with regret that we must report the death of our beloved Honorary Mayor Lou Bressett. Lou died very suddenly this winter, leaving a great void in our civil as well as many of our personal lives. Hanover's municipal history is filled with Lou's activities and achievements. Lou's legacy is the well-balanced, active, prosperous community that is Hanover. His personal legacy is that of a man who cared for and about everyone.

We must also mention that two other residents and long-standing contributors to our civic life, Fred Crory and Len Matless, also passed away this year.

On a happier note, our good fortune continues. Willy Black, having served the Town for twenty-seven years, first as a member of the Parks and Recreation Board from 1974-1980, and then as a Selectman beginning in 1981, chairing that Board for a number of years, has assumed the position of Moderator. Thanks to Willy's continuing involvement with the Town, she has already ably guided a Special Town Meeting as well as a difficult election. Hanover is indeed fortunate to have such dedicated, long-standing leadership.

Infrastructure:

Over the past few years, some notable projects have been successfully concluded:

- The Richard W. Black Community and Senior Center is nearing completion and should be ready for occupancy this summer.
- The new Parking Facility continues to gain in popularity and is providing parking for both residents and customers in Downtown Hanover.
- Two of the four bridges on Ruddsboro Road have been rebuilt (with a third scheduled for this coming year);
- A portion of the reconstruction of North College Street was completed this past summer and funds have been set aside for completion of the second phase of this project.

- Plans are underway to add at least one new playing field for baseball and soccer on Water Company land.
- Water mains continue to be replaced, particularly on newly reconstructed roads.

The Town's physical plant continues in excellent condition with continuing upgrades of equipment and buildings. There is one area of concern in the Wastewater Treatment Plant which must be addressed.

Public Facilities:

Wastewater Treatment Plant: The Wastewater Treatment Plant (WWTP) was built in the 1960's with 95% Federal and State funding and upgraded to secondary treatment in 1988 with a nearly identical financial arrangement. The plant was designed to accept 2,300,000 gallons of waste per day. The present 1,300,000 gallons per day of flow, though 60% of the capacity, represents a biological oxygen demand of nearly 95% of design due to the character and concentration of the contents. In addition, the plant's final disinfection system fails to fully destroy all the bacteria in the final effluent on occasion. This condition has caused the State of NH to demand an upgrade to the disinfection system to allow the plant to continue to function as well as to accept additional sewage from the expanded Dartmouth Hitchcock Medical Center and other developments within Hanover. The nearly \$1,000,000 to repair the disinfection system plus approximately \$3,700,000 to address the ability to treat the solids portion of the wastewater adequately will have to be funded from multiple sources, including the Wastewater Treatment Plant Fund's capital reserve and available undesignated fund balance, a contribution from DHMC and Dartmouth College, and by the wastewater customers through a bond or loan. The State of New Hampshire may grant 20% of the total project costs through a program of wastewater treatment plant construction aid.

Howe Library: Howe Library hired Gerrit Zwart, architect of the current library, in association with the firm of Shepley Bulfinch Richardson and Abbott, to provide the community with a facility that will adapt to present needs and provide service for future generations. The Facilities Committee, in existence since 1996, together with staff and trustees, have been meeting twice monthly since last June with the architectural team. There have been three public informational meetings held to discuss the renovation of the current building and an expansion of 12,000 square feet to the east. The Trustees of the Howe Library Corporation purchased the property next door in the 1970's to provide this expansion space. The design includes a new wing which will double the space for children's services and provide a choice area for middle school age youth. Collection space will be increased and quiet study areas added. The current building will be updated to provide energy efficiencies. The design beautifully blends the new addition with the current building and enhances the current period architecture of the library. The upcoming capital campaign by the Howe Library Corporation seeks to raise \$5 million from private fundraising to cover the cost of the addition/renovation and to provide an endowment to help pay for the increased operating expenses resulting from a larger facility. The public campaign is planned for the fall of 2003 and the target date for breaking ground is spring of 2004.

Community/Senior Center: The construction of the Richard W. Black Community/Senior Center on property between South Park Street and Lebanon Street, bordering the current Senior Center and Summer Park apartments, is nearly completed. This beautifully balanced facility is the culmination of the work of the Community/Senior Center Working Group which was formed by representatives of the Recreation Board, Senior Citizen Steering Committee and staff of the Town, including representatives of the Howe Library. This group produced a detailed building

plan to meet their joint facility needs, making maximum use of a very tight site, providing the necessary parking and blending in nicely with the current Summer Park apartment complex. This complex will serve the needs of the Hanover Recreation Department for meetings, program offerings, office space, and storage of all of the Town's recreation equipment. The Senior Center activities will utilize a portion of the space, as will the office of our Community Counselor. There are many common spaces for use by other community groups and activities, as well as a superb kitchen.

The funding for the complex included a combination of monies from the Land and Capital Improvements Fund (\$173,825), a bond issue (\$1,500,000), and private donations totaling \$1,248,724, including a very generous \$549,235 lead gift made by Mrs. Richard W. Black. In honor of that gift, the Center will be named after Mr. Black. The generosity of our citizens will be rewarded by a wonderful facility that was truly built by and for the people of Hanover. All of our citizens may utilize this new facility with pride.

General Highlights From Around Town: (in no particular order and with apologies to all that have been left out.)

- Last summer the Town hosted the USCA Marathon Canoe, Kayak National, (USCA is United States Canoe Association) and Rowing championships.
- The College and Town hosted the NCAA Men's and Women's Skiing Championships in early March.
- The Fourth of July celebration speech was given by Dr. Radford Tanzer who served as the Grand Marshal.
- The Howe Corporation's Annual Fund drive raised more than \$66,000 to help supplement library programs beyond the funding provided by the Town through General Fund tax revenues.
- The Pond Party was heavily attended on a glorious February afternoon, featuring ice sculptures quietly overseeing contests in skating, sliding and couch pushing.
- This April, about a dozen residents will visit Joigny to celebrate the tenth anniversary of our Jumelage or Twinning ceremony. In celebration of the anniversary, exhibitions of the works of Brian Walsh (yes, our Selectboard chairman) and Kate Emlen Chamberlin will hang at Espace Jean-de-Joigny Artists, Joigny's marvelous municipal gallery space.
- The Town and Dartmouth College welcomed a delegation of adults and students from Nihonmatsu, our Friendship City in Japan, in July. This is a yearly event which continues to increase our municipal ties, particularly for the students who gain from knowledge of other cultures. Lasting impressions and friendships continue to be formed through these visits with our two Cities.
- The Town and Dartmouth College received a delegation from Kashiwa City College in Japan, primarily composed of students in Political Science and American Culture. Hanover was included in their visits to Boston, Washington and New York. This visit was, perhaps, a tribute to our unique political culture.

The Schools:

In March 2002, the Dresden School Board received permission from the voters of the Hanover and Norwich to sell the current downtown school site to Dartmouth. The margin voting yes was 13 votes out of a total of 3,667 ballots cast. There were strongly differing views on the ultimate effect of moving both schools away from Downtown Hanover. The majority of the voters of Hanover seemed to prefer to keep the High School as part of central Hanover's civic life.

Another article on the same warrant, which passed by a large majority, asked that all options be considered before the present High School site was abandoned.

The Hanover Selectboard and Dartmouth College designed a proposal to be considered by the Dresden School Board to enable the High School to remain on the Lebanon Street site. At a Special Town Meeting in October, the voters of Hanover overwhelmingly approved articles that would:

- Convey to Dartmouth five acres of playing fields on Reservoir Rd;
- Convey to Dartmouth ¼ acre of land on East South St.;
- Pay \$2,000,000 by Hanover to the Dresden School District, with payments over 20 years;
- Accept the Thompson Terrace playing fields from the Dresden School District;
- Accept 11 acres of land from the proposed Middle School site on Lyme Rd.;
- Accept the rights to the use of the new Middle School playing fields after school hours.

This past March the Dresden School District voted to:

- Convey the 11 acres of land from the proposed Middle School site on Lyme Rd to the Town of Hanover;
- Convey the Thompson Terrace playing fields to the Town of Hanover;
- Enter into an agreement concerning the joint use of the playing fields on the new Middle School site on Lyme Road and at Thompson Terrace;
- Grant to the Town of Hanover an option to purchase the Lebanon Street property, 28 acres and buildings, if the Dresden School District ever ceases to use the property for school purposes;
- Accept the donation by Dartmouth College of 23 acres on Lyme Road as well as \$9,700,000, enabling the Dresden School District to proceed to work toward building plans for specific sites and a bond vote that will enable the renovation and new construction needed to improve the educational facilities of the Dresden School District.

Through this agreement, Hanover will continue to be a Town where community functions - schools, shops, open space, offices and employment centers - all work together well, in balance, and within reasonable proximity, thereby helping to preserve the desired long-term character of Hanover as a small, attractive, resident-friendly New England college town.

Hanover Waterworks Company:

The Hanover Waterworks Company is focusing its efforts toward the installation of a water filtration system. The pilot project to determine the precise filtration design required to effectively treat Hanover water is ongoing. A decision within the year will determine the specific system to be installed, enabling customers to benefit from the full capacity of all three reservoirs. The Town of Hanover continues to manage the Water Company on a contractual basis.

Planning:

Master Plan: The Planning Board, assisted by the staff of the Planning and Zoning Department, continues to work diligently on a new Master Plan for Hanover. The Board has held many public meetings over the last year, has reviewed maps and text outlining three strategic concepts, has developed statistical build-out analyses, and has drafted a comprehensive set of vision statements to articulate the Board's approach to the future of our town. This work is nearly complete and ready for review at several public meetings to be held in the near future. Upon completion of the Master Plan, the Planning Board will address the Zoning Amendments

required to implement the Master Plan. The Master Plan will incorporate work done by a variety of groups, including the Open Space Priorities Plan, the Downtown Vision, the Scenic Locales Report, the Guiding Growth in Rural Hanover survey, and the Affordable Housing Study. These documents can be viewed on the town's website, www.hanovernh.org.

The Open Space Plan continues to serve as a blueprint that can help private landowners see how their own conservation interests can be knitted together with those of the Town as a whole, and has proven to be beneficial in helping landowners considering the donation of land and conservation easements for open space preservation.

The Town of Hanover, in collaboration with the State of New Hampshire Geologist, has contracted for the production of a Surficial Geologic map of some of the rural portions of Hanover to further understand groundwater availability. This will serve as a useful planning tool in the future.

In essence, the approach being taken by the Planning Board places an emphasis on guiding growth and change in ways that are respectful of the environmental qualities of our land and of the values of our citizens concerning quality of life, reducing allowable development in our rural areas, preserving the established character of our existing neighborhoods, and concentrating what development will occur in two village centers located in areas already served by our road, water, and sewer infrastructure.

Downtown Visioning:

At the last Town Meeting the proposed set of zoning amendments developed by the Downtown Visioning Committee were passed. These amendments change the method of satisfying parking demands associated with new construction and set forth new land use rules, such as height and setback allowances, floor/area ratios, lot coverage, and mixed residential and commercial provisions, that will allow development of our business district using the best qualities of our present district while respecting the integrity of nearby neighborhoods and the college campus. This Committee, composed of two dozen members of the Selectboard, Planning Board, adjacent residential property owners, the Hanover Improvement Society and Dartmouth College, has now split into two groups, Parking and Streetscape, to continue to advise and assist the downtown property owners and the Town as the implementation of these zoning changes proceeds. The Downtown Vision can be seen on the Town's website, www.hanovernh.org.

Affordable Housing:

The Town established an Affordable Housing Commission in the fall of 2001. The Commission, having developed a charge, has been working to enable the production of affordable housing on 25 acres of Town-owned land on the Gile tract in Hanover. This includes a feasibility assessment of the land for residential development, site planning, and options for structuring project financing. The project is progressing well and will find its way to the voters this May.

Budgets and Tax Rates:

Hanover taxpayers are facing ever-increasing property tax pressures from the State, County and local level. In the next fiscal year our "contribution" to New Hampshire's Statewide Property Tax will rise from \$1,200,000 to \$1,900,000. In this context, the Selectmen asked the Town Manager and her leadership team to bring forth a Proposed Budget for FY 2003-2004 that required a tax rate increase of no more than 2.5%. This is slightly under the northeast urban CPI rate of 3.0% established by the Department of Labor in February of 2003. The Board also

requested a list of other items that merited consideration for addition to the budget, and potential areas for expenditure reductions or increased utilization of revenue.

Through a series of public hearings in February and March, the Selectboard worked with the Town Manager and the Department Head team to develop the budget that will be considered by Town Meeting. The final General Fund tax rate increase agreed on by the Selectboard in March was 2.86%. For perspective, the inflation rate and the Town's General Fund tax rate increases over the past several years have been as follows:

1997:	2.4%	annual average inflation rate	1%	tax rate increase
1998:	2.9%	annual average inflation rate	0.2%	tax rate increase
1999:	2.8%	inflation rate	2.8%	tax rate increase
2000:	1.7%	inflation rate	0%	tax rate increase
2001:	2.6%	inflation rate	0.1%	tax rate increase
2002:	3.5%	inflation rate	3.5%	tax rate increase
2003:	1.6%	inflation rate	3.0%	tax rate increase
2004:	3.0%	inflation rate	2.86%	tax rate increase

The Town leadership, unions and town employees are all to be congratulated for positioning the Town to go forward in good health with continued responsible fiscal management. The excellence that characterizes the Town of Hanover is a reflection of the quality of its employees and the dedication with which they perform their duties.

Citizenship:

As we said above, the Town is first and foremost its people. Our civic life, our celebrations, and our community decisions are all the result of thousands of hours of work provided by individuals, in personal or in public capacities, giving their time and their talent to make the community of Hanover better.

Our Town is diverse and there are many potential issues that can fuel heated debate. At the end of the day, it may be our ability to listen to each other, truly listen, that allows us to keep Hanover the very special place that we all choose to call home.

Hanover Board of Selectmen

Brian F. Walsh
Katherine S. Connolly
William R. Baschnagel
Judson T. Pierson, Jr.
Peter L. Christie

Town Manager's Budget

2003-2004 PROPOSED BUDGET

The FY 2003-2004 Budget, as proposed by the Selectmen for Town Meeting action, recommends total appropriations in the amount of \$18,401,997 for all funds except the Housing Fund, which is approved directly by the Housing Authority Board. This represents an increase of \$692,408 or 6.0% over the total appropriations approved for tax supported funds (General, Fire, and Parking Funds) for FY 2002-03, and an increase of \$4,020,247 or 191.2% for non-tax supported funds (Wastewater Treatment Plant and Ambulance Funds) over FY 2002-03, including capital reserve purchases. The large increase in non-tax supported funds is solely attributable to the proposed \$4,705,000 upgrade for the wastewater treatment plant. There are several factors contributing to this all funds expenditure increase. They are highlighted below by fund.

I. Tax Supported Funds

General Fund

In developing the proposed budget for FY 2003-2004, the Board of Selectmen directed staff to develop a set of recommendations that would result in a General Fund tax rate increase of no more than 2.5%. Continuing concern about the impact of the recession, the statewide property tax and the uncertainty of statewide school funding alternatives, the pending school bond issue, and the significant increase in the adopted Hanover School District budget for FY 2003-2004 due to a significant enrollment increase, led the Selectmen to decide it was important for the Town to continue to be as frugal as possible, without compromising the core services upon which the community depends. The Board conducted four public hearings over the course of two weeks, and chose to implement a combination of additional expenditure reductions and fund balance utilization in order to restore several items to the budget which they felt were important to the community, ultimately agreeing to a tax rate increase of 2.86%.

The proposed appropriation for the General Fund for FY 2003-2004 is \$8,793,169, which represents an increase of \$576,494 or 7.0% over the FY 2002-2003 appropriation. **The increase of \$576,494 will require a General Fund tax rate increase of 2.86%.** This year the Town was faced with a projected 25.1% guaranteed maximum health insurance premium increase, based on the combined national rate of medical inflation, the national trend resulting in increased usage and cost of prescription medications, and the Town's own medical experience over the past 18 months. In addition, municipalities were notified in September, 2002 of a significant increase in the New Hampshire Retirement System **employer-required** contribution rates set by the Board of the Retirement System in September of 2002 (a 42% to 103% increase depending upon the employee group), blamed on the downturn in the stock market. These increases, combined with the general tapering off of growth in general revenues related to the economic downturn and a somewhat slower growth in the overall assessed valuation of the Town, all posed a new set of challenges in building the proposed budget.

Highlights of some of the General Fund's key initiatives proposed for FY 2003-2004 include: 1) the opening of the new Richard W. Black Community and Senior Center and the addition of one new staff member to assist in the Center's operation, which will entail increased operating expenses related to a much larger facility, but will also enable the Town to provide a significant increase in recreation-related programs and to generate additional revenue; 2)

implementation of the valuation update, which requires setting aside additional funds in overlay to insure that we build adequate reserves to accommodate the anticipated increase in tax appeals that generally result after a revaluation; 3) full-year funding for the Rental Housing Inspector position which is offset by a full year's allocation of revenue to be generated by this position, enabling the Town to initiate a rental housing inspection program if so delegated by Town Meeting; 4) replacement of the third of four substandard bridges on Ruddsboro Road.

Fire Fund

The Fire Fund Proposed Budget for FY 2003-2004 recommends appropriations totaling \$1,967,971, representing an increase of \$7,365 or 0.4%. The overall impact of the Fire Fund budget is an average 2.5% increase in Fire District tax rates, depending on the individual district and the total increase in assessed valuation within each district.

Parking Fund

The Parking Fund operates on the revenues generated by the parking operation. Any deficit created by expenditures in excess of operating revenues is paid for through a Parking District tax assessed against properties located in Parking District #1 and #2, bounded loosely by Crosby and Sanborn Lane on the east, East South Street and a portion of Dorrance on the south, School Street on the west, and West Wheelock Street on the north. The Parking Fund Proposed Budget for FY 2003-2004 recommends total appropriations of \$1,518,103, which represents an increase of \$108,550 or 7.7% over the current budget. The increase is largely attributable to the decision to reconstruct the Marshall Lot and the need to budget for potential demolition of the old Community Center on School Street, which is owned by the Parking Fund. Fortunately, revenues flowing into the Parking Fund continue to be very strong, which enabled the Board to balance the proposed budget without requiring the assessment of a Downtown Parking District tax in FY 2003-2004.

II. Non-Tax Supported Funds

Wastewater Treatment Plant Fund

The Wastewater Treatment Plant Fund Proposed Budget for FY 2003-2004 recommends appropriations totaling \$5,657,341, which represents an increase of \$3,993,270 or 240.0% over the current budget. The increase is attributable to the recommendation to borrow up to \$3,000,000 through the issuance of bonds and notes and to appropriate \$1,092,392 from undesignated fund balance and the Fund's capital reserve to implement a significant upgrade of the wastewater treatment plant. In actuality, the Town hopes to fully fund the project utilizing state revolving loan (SRF) funds administered by the Department of Environmental Services to implement the significant upgrade of the wastewater treatment plant rather than issuing bonds and notes, as the SRF funds are available at a lower interest rate. In addition, the loan payments, to be repaid over 20 years, will be offset by the receipt of 20% grant funds available from the State for significant portions of the upgrade. Funds are also budgeted in FY 2003-2004 to implement an industrial pretreatment program.

Ambulance Fund

The Ambulance Fund Proposed Budget for FY 2003-2004 recommends appropriations totaling \$465,413, which represents an increase of \$26,977 or 6.2% over the current budget. The increase is largely attributable to the transfer of an additional .5 Firefighter's salary and benefits, plus 50% of the Fire Department Administrative Assistant's salary from the Fire Fund to the Ambulance Fund to reflect the increasing time the Department allocates to emergency medical services.



PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

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INDEPENDENT AUDITOR'S REPORT

To the Members of the
Board of Selectmen and Town Manager
Town of Hanover
Hanover, New Hampshire

We have audited the accompanying general purpose financial statements of the Town of Hanover as of and for the year ended June 30, 2002 as listed in the table of contents. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group which should be included in order to conform with accounting principles generally accepted in the United States of America. As is the case with most municipal entities in the State of New Hampshire, the Town of Hanover has not maintained historical cost records of its fixed assets. The amount that should be recorded in the general fixed assets account group is not known.

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Hanover, as of June 30, 2002, and the results of its operations and the cash flows of its nonexpendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Town of Hanover taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Hanover. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

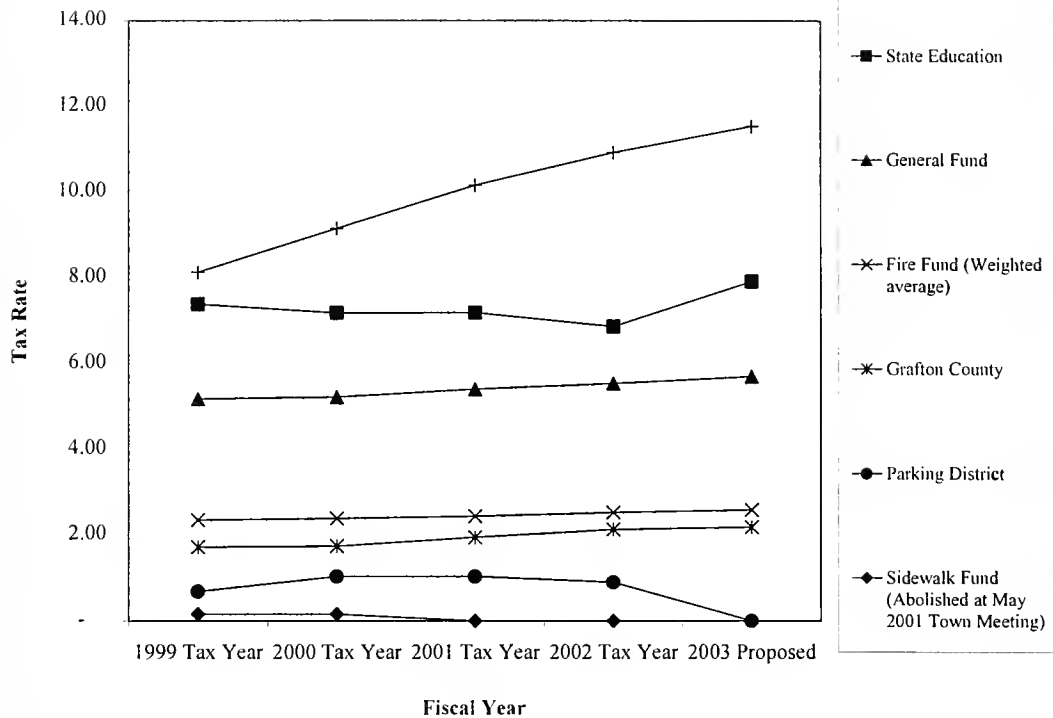
September 20, 2002

*Plodzik & Sanderson
Professional Association*

TOWN OF HANOVER
Budget Analysis FY 2003-2004

	2002-2003 Approved Budget	2003-2004 Proposed Budget	\$ CHANGE FY2002-03 to FY2003-04	% CHANGE
General Fund and Special Accounts				
General Government (Administration)	\$ 1,176,782	\$ 1,335,546	\$ 158,764	13.49%
Town Properties	312,964	348,516	35,552	11.4%
Police	1,466,368	1,317,248	(149,120)	-10.2%
Public Works	2,544,561	2,613,709	69,148	2.7%
Health and Welfare	149,213	219,636	70,423	47.2%
Parks and Recreation	256,764	289,076	32,312	12.6%
Libraries	682,228	716,141	33,913	5.0%
Conservation Commission	130,600	299,300	168,700	129.2%
Affordable Housing Commission	3,000	3,000	-	0.0%
Unallocated	1,482,895	1,650,997	168,102	11.3%
Special Warrant Articles	11,300	-	(11,300)	-100.0%
Total General Fund and Special Accounts	\$ 8,216,675	\$ 8,793,169	\$ 576,494	7.0%
Tax Supported Funds:				
General	\$ 8,216,675	\$ 8,793,169	\$ 576,494	7.0%
Fire	1,960,607	1,967,971	7,364	0.4%
Parking	1,409,553	1,518,103	108,551	7.7%
Total Expenditures-Tax Supptd. Funds	\$ 11,586,835	\$ 12,279,243	\$ 692,408	6.0%
Tax Subsidy	\$ 6,590,153	\$ 6,903,774	\$ 313,621	4.8%
Tax Ratio	56.88%	56.22%		-1.1%
Non-Tax Supported Funds:				
WWTP	\$ 1,664,071	\$ 6,062,341	\$ 4,398,270	264.3%
Ambulance	438,436	465,413	26,977	6.2%
Total Non-Tax Funds	\$ 2,102,507	\$ 6,527,754	\$ 4,425,247	210.5%
Grand Total All Funds	\$ 13,689,342	\$ 18,806,997	\$ 5,117,655	37.4%
Capital Projects Funded from Capital Reserve Funds				
General Fund	\$ 311,419	\$ 192,998	\$ (118,421)	-38.0%
Fire Fund	20,280	-	(20,280)	-100.0%
WWTP Fund	-	908,228	908,228	-
Total Capital from Capital Reserve Funds	\$ 331,699	\$ 1,101,226	\$ 769,527	232.0%
Grand Total All Funds Less Capital Reserve Purchases	\$ 13,357,643	\$ 17,705,771	\$ 4,348,128	32.6%

5 Year Tax Rate Analysis



Proposed Tax Rate % Change Analysis

	<u>Tax Year 2002 to 2003</u>	<u>Tax Year 1999 to 2003</u>
Local Schools	5.68%	42.12%
State Education	15.31%	7.33%
County	2.35%	26.74%
General Fund	2.86%	10.22%
Fire Fund	2.38%	10.26%
Parking	-100.00%	-100.00%
Total Town Taxes Residential	2.71%	7.93%
Total Town Taxes Business	-7.61%	-0.98%
Total All Taxes	7.47%	16.97%

Percentage of Total Tax rate

	<u>Tax Year 2003 (Proposed)</u>	<u>Tax Year 1999</u>
Local Schools	38.6%	31.8%
State Education	26.4%	28.8%
Total Education	65.0%	60.6%
County	7.3%	6.7%
General Fund	19.1%	20.8%
Fire Fund	8.6%	9.2%
Parking	0.0%	2.7%
Total Town Taxes Residential	27.7%	30.0%
Total Town Taxes Business	27.7%	32.7%

**Town of Hanover
Budget Summary FY 2003-2004**

	FY 2003	FY 2004	%Change/
	<u>Budget</u>	<u>Proposed</u>	<u>Approved</u>
<u>General Fund Revenues</u>			
Executive	\$ -	\$ 52,500	-
Administrative Services	1,115,100	1,174,625	5.3%
Planning and Zoning	317,950	292,400	-8.0%
Police	436,445	245,318	-43.8%
Public Works	556,452	618,355	11.1%
Health and Welfare	14,197	15,327	8.0%
Parks and Recreation	118,500	134,500	13.5%
Libraries	47,525	47,825	0.6%
Conservation Commission	126,500	295,100	133.3%
Unallocated	5,484,006	5,917,219	7.9%
Total Revenues	\$ 8,216,675	\$ 8,793,169	7.0%

General Fund Expenditures

Personnel Costs

Executive	\$ 140,607	\$ 149,123	6.1%
Human Resources	132,027	146,458	10.9%
Administrative Services	256,779	273,468	6.5%
MIS	60,886	63,654	4.5%
Tax Assessing	105,046	111,593	6.2%
Planning and Zoning	257,073	288,021	12.0%
Town Properties	46,008	47,830	4.0%
Police	1,261,358	1,301,222	3.2%
Public Works	1,147,560	1,217,025	6.1%
Health and Welfare	50,272	52,436	4.3%
Parks and Recreation	129,566	160,434	23.8%
Libraries	568,181	597,950	5.2%
Total Personnel	\$ 4,155,362	\$ 4,409,214	6.1%

Non-Personnel Costs

Executive	\$ 61,681	\$ 112,750	82.8%
Human Resources	12,058	14,425	19.6%
Administrative Services	51,155	85,156	66.5%
MIS	29,526	32,938	11.6%
Tax Assessing	14,520	9,870	-32.0%
Planning and Zoning	55,425	48,089	-13.2%
Town Properties	266,956	300,686	12.6%
Police	205,010	16,026	-92.2%
Public Works	1,397,001	1,396,684	0.0%
Health and Welfare	98,941	167,201	69.0%
Parks and Recreation	127,198	128,642	1.1%
Libraries	114,047	118,191	3.6%
Conservation Commission	130,600	299,300	129.2%
Affordable Housing Commiss.	3,000	3,000	0.0%
Unallocated	1,494,195	1,650,997	10.5%
Total Non-Personnel	\$ 4,061,313	\$ 4,383,955	7.9%

Town of Hanover

Budget Summary FY 2003-2004

	<u>FY 2003</u>	<u>FY 2004</u>	<u>%Change/</u>
	<u>Budget</u>	<u>Proposed</u>	<u>Approved</u>
Total Personnel and Non-Personnel			
Executive	\$ 202,288	\$ 261,873	29.5%
Human Resources	144,085	160,883	11.7%
Administrative Services	307,934	358,625	16.5%
MIS	90,412	96,592	6.8%
Tax Assessing	119,566	121,463	1.6%
Planning and Zoning	312,498	336,110	7.6%
Town Properties	312,964	348,516	11.4%
Police	1,466,368	1,317,248	-10.2%
Public Works	2,544,561	2,613,709	2.7%
Health and Welfare	149,213	219,636	47.2%
Parks and Recreation	256,764	289,076	12.6%
Libraries	682,228	716,141	5.0%
Conservation Commission	130,600	299,300	129.2%
Affordable Housing Commis.	3,000	3,000	0.0%
Unallocated	1,494,195	1,650,997	10.5%
Total General Fund Expenditures	\$ 8,216,675	\$ 8,793,169	7.0%
Tax Subsidy - General Fund	\$ 4,668,458	\$ 4,933,430	5.7%
Tax Ratio - % of General Fund Supported by Taxes	56.8%	56.1%	-1.3%
<u>Special Revenue Funds Revenues</u>			
Fire	\$ 1,960,607	\$ 1,967,971	0.4%
Ambulance	438,436	465,413	6.2%
WWTP	1,664,071	6,062,341	264.3%
Parking	1,409,553	1,518,103	7.7%
Total Revenues	\$ 5,472,667	\$ 10,013,828	83.0%
<u>Special Revenue Funds Expenditures</u>			
Personnel Costs			
Fire	\$ 1,061,465	\$ 1,071,159	0.9%
Ambulance	248,871	323,230	29.9%
WWTP	452,329	436,153	-3.6%
Parking	212,330	232,581	9.5%
Total Personnel	\$ 1,974,995	\$ 2,063,123	4.5%
Non-Personnel Costs			
Fire	\$ 899,142	\$ 896,812	-0.3%
Ambulance	189,565	142,183	-25.0%
WWTP	1,211,742	5,626,188	364.3%
Parking	1,197,223	1,285,522	7.4%
Total Non-Personnel	\$ 3,497,672	\$ 7,950,705	127.3%
Total Personnel and Non-Personnel			
Fire	\$ 1,960,607	\$ 1,967,971	0.4%
Ambulance	438,436	465,413	6.2%
WWTP	1,664,071	6,062,341	264.3%
Parking	1,409,553	1,518,103	7.7%
Total Spec. Revenue Funds Expenditures	\$ 5,472,667	\$ 10,013,828	83.0%
Special Districts Tax Subsidy			
Fire	\$ 1,771,773	\$ 1,885,344	6.4%
Ratio	90.4%	95.8%	6.0%
Parking	\$ 149,921	\$ 85,000	-6.3%
Ratio	10.6%	5.6%	-6.3%
Total Special Districts Tax Subsidy	\$ 1,921,695	\$ 1,970,344	2.5%
Tax Ratio - % of General Fund Supported by Taxes	35.1%	19.7%	-44.0%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<u>General Fund Department Budgets</u>			
<i>Executive</i>			
<u>Revenues</u>			
01-092-219 Cable TV Franchise Fees	\$ -	\$ 52,500	-
Total Revenues	\$ -	\$ 52,500	-100.0%
<u>Expenditures</u>			
Personnel Costs			
01-110-115 Board Salaries	\$ 6,798	\$ 9,500	39.7%
01-120-110 Town Manager-Full Time	128,809	134,623	4.5%
01-120-140 Town Manager-Overtime	5,000	5,000	0.0%
Total Personnel	\$ 140,607	\$ 149,123	6.2%
Non-Personnel Costs			
Board of Selectmen			
01-110-300 Professional Services	\$ 17,500	\$ 17,500	0.0%
01-110-500 Purchased Services	23,706	23,050	-2.8%
01-110-600 Supplies and Materials	8,550	7,400	-13.5%
01-110-890 Cultural Exchange Pgms	4,000	4,000	0.0%
01-110-891 CATV Support/Franchise Fees Transfer	-	52,500	-
Total Board of Selectmen	\$ 53,756	\$ 104,450	94.3%
Town Manager			
01-120-500 Purchased Services	\$ 4,800	\$ 4,000	-16.7%
01-120-600 Supplies and Materials	1,375	1,850	34.5%
01-120-700 Operational Equipment	100	-	-100.0%
01-120-800 Education	1,650	2,450	48.5%
Total Town Manager	\$ 7,925	\$ 8,300	4.7%
Total Non-Personnel	\$ 61,681	\$ 112,750	82.8%
Activity Totals			
Board of Selectmen	\$ 60,554	\$ 113,950	88.2%
Town Manager	141,734	147,923	4.4%
Total Expenditures	\$ 202,288	\$ 261,873	29.5%
Net Expenditures	202,288	209,373	3.5%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<i>Human Resources</i>			
<u>Expenditures</u>			
Personnel Costs			
01-125-110 Human Resources-Full Time	\$ 102,027	\$ 108,897	6.7%
01-645-219 Compensation Adjustment	30,000	37,561	25.2%
Total Personnel	\$ 132,027	\$ 146,458	10.9%
Non-Personnel Costs			
01-125-300 Professional Services	\$ 3,740	\$ 4,010	7.2%
01-125-500 Purchased Services	4,860	5,280	8.6%
01-125-600 Supplies and Materials	2,058	3,685	79.1%
01-125-800 Auto/Conferences	1,400	1,450	3.6%
Total Non-Personnel	\$ 12,058	\$ 14,425	19.6%
Total Expenditures	\$ 144,085	\$ 160,883	11.7%
Net Expenditures	\$ 144,085	\$ 160,883	11.7%
<i>Administrative Services</i>			
<u>Revenues</u>			
01-092-210 Motor Vehicle Permits	\$ 1,092,500	\$ 1,120,000	2.5%
01-092-211 Transportation Fee	-	35,000	-
01-092-215 Boat Licenses	1,500	1,000	-33.3%
01-092-220 Business Licenses/Permits	500	525	5.0%
01-092-230 Vendor Permits-Regular	2,300	1,000	-56.5%
01-092-240 Town Clerk Fees	14,000	13,000	-7.1%
01-092-280 Dog Licenses	3,800	3,500	-7.9%
01-097-770 Sale of Ordinances	500	600	20.0%
Total Revenues	\$ 1,115,100	\$ 1,174,625	5.3%
<u>Expenditures</u>			
Personnel Costs			
01-131-110 Admin/Finance-Full Time	\$ 151,610	\$ 158,504	4.5%
01-131-115 Treasurer-Part Time	5,000	5,000	0.0%
01-132-110 Revenue Collections-Full Time	41,151	50,281	22.2%
01-133-110 Town Clerk-Full Time	56,818	58,583	3.1%
01-133-115 Elections-Part Time	2,200	1,100	-50.0%
Total Personnel	\$ 256,779	273,468	6.5%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Administration			
01-131-300 Professional Services	\$ 5,000	\$ 3,000	-40.0%
01-131-400 Property Services	8,980	8,771	-2.3%
01-131-500 Dues and Memberships	205	205	0.0%
01-131-600 Supplies and Materials	7,556	7,650	1.2%
01-131-700 Operational Equipment	-	500	-
01-131-800 Auto/Education	550	550	0.0%
01-131-900 Charges from MIS	5,900	6,960	18.0%
Total Administration	\$ 28,191	\$ 27,636	-2.0%
Revenue Collections/Tax			
01-132-300 Professional Services	\$ 700	\$ 150	-78.6%
01-132-400 Property Services	500	400	-20.0%
01-132-500 Dues and Memberships	500	475	-5.0%
01-132-600 Supplies and Materials	4,423	3,800	-14.1%
01-132-800 Auto/Education	550	450	-18.2%
01-132-900 Charges from MIS	2,200	2,410	9.5%
Total Revenue Collections/Tax	\$ 8,873	\$ 7,685	-13.4%
Town Clerk			
01-133-300 Professional Services	\$ 2,500	\$ 2,500	0.0%
01-133-400 Property Services	750	900	20.0%
01-133-500 Dues and Memberships	1,350	1,500	11.1%
01-133-600 Supplies and Materials	5,916	6,525	10.3%
01-133-800 Auto Allowance	175	1,000	471.4%
01-133-900 Charges from MIS	3,400	2,410	-29.1%
01-900-905 Transp. Fee to Desig. Reserve	-	35,000	-
Total Town Clerk	\$ 14,091	\$ 49,835	253.7%
Total Non-Personnel	\$ 51,155	\$ 85,156	66.5%
Activity Totals			
Administration	\$ 184,801	\$ 191,140	3.4%
Revenue Collections/Tax	50,024	57,966	15.9%
Town Clerk	73,109	109,518	49.8%
Total Expenditures	\$ 307,934	\$ 358,625	16.5%
Net Expenditures	\$ (807,166)	\$ (816,000)	1.1%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<i>Management Information Systems (MIS)</i>			
<u>Expenditures</u>			
Personnel Costs			
01-141-110 MIS-Full Time	\$ 60,886	\$ 63,654	4.5%
Total Personnel	\$ 60,886	\$ 63,654	4.5%
MIS			
01-141-300 Professional Services	\$ 70,035	\$ 74,345	6.2%
01-141-400 Property Services	14,699	14,699	0.0%
01-141-600 Supplies and Materials	10,899	7,599	-30.3%
01-141-700 Operational Equipment	30,000	30,300	1.0%
01-141-800 Auto/Education	2,200	2,500	13.6%
01-141-900 Charges to Other Depts	(113,807)	(117,005)	2.8%
Total MIS Operating	\$ 14,026	\$ 12,438	-11.3%
Capital Costs			
01-760-720 Geographic Info. Systems (GIS)	\$ 15,500	\$ 20,500	32.3%
Total Capital	\$ 15,500	\$ 20,500	32.3%
Total Non-Personnel	\$ 29,526	\$ 32,938	11.6%
Total Expenditures	\$ 90,412	\$ 96,592	6.8%
Net Expenditures	\$ 90,412	\$ 96,592	6.8%
<i>Assessing</i>			
<u>Expenditures</u>			
Personnel Costs			
01-144-110 Assessing-Full Time	\$ 105,046	\$ 111,593	6.2%
Total Personnel	\$ 105,046	\$ 111,593	6.2%
Non-Personnel Costs			
01-144-300 Professional Services	\$ 2,000	\$ 2,000	0.0%
01-144-500 Dues and Memberships	240	240	0.0%
01-144-600 Supplies and Materials	930	1,230	32.3%
01-144-800 Auto/Education	2,950	3,000	1.7%
01-144-900 Charges from MIS	3,400	3,400	0.0%
01-760-300 Revaluation Support	5,000	-	-100.0%
Total Non-Personnel	\$ 14,520	\$ 9,870	-32.0%
Total Expenditures	\$ 119,566	\$ 121,463	1.6%
Net Expenditures	\$ 119,566	\$ 121,463	1.6%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>		<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>% Change/</u> <u>Approved</u>
<i>Planning and Zoning</i>				
	<u>Revenues</u>			
01-092-250	Building Permits	\$ 279,000	\$ 200,000	-28.3%
01-092-255	Zoning Permits	8,500	8,000	-5.9%
01-092-251	Code Book Sales	350	400	14.3%
01-093-310	Planning Board Fees	18,000	12,000	-33.3%
01-093-311	Zoning Board Fees	11,500	12,000	4.3%
01-093-312	Rental Housing Inspection Fees	600	60,000	9900.0%
Total Revenues		\$ 317,950	\$ 292,400	-8.0%
	<u>Expenditures</u>			
	<u>Personnel Costs</u>			
01-181-110	Planning and Zoning-Full Time	\$ 205,067	\$ 230,836	12.6%
01-181-115	Planning and Zoning-Part Time	52,006	57,185	10.0%
Total Personnel		\$ 257,073	\$ 288,021	12.0%
	<u>Non-Personnel Costs</u>			
01-181-300	Professional Services	\$ 13,500	\$ 9,500	-29.6%
01-181-400	Property Services	3,500	3,650	4.3%
01-181-500	Other Services	24,658	22,300	-9.6%
01-181-600	Supplies and Materials	10,742	10,000	-6.9%
01-181-800	Auto/Education	3,025	2,639	-12.8%
Total Non-Personnel Costs		\$ 55,425	\$ 48,089	-13.2%
Total Expenditures		\$ 312,498	\$ 336,110	7.6%
Net Expenditures		\$ (5,452)	\$ 43,710	-901.7%
<i>Conservation Commission</i>				
	<u>Revenues</u>			
01-091-135	Land Use Change Tax	\$ 100,000	\$ 100,000	0.0%
01-097-761	Transfers from Reserved Funds	26,500	195,100	636.2%
Total Revenues		\$ 126,500	\$ 295,100	133.3%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<u>Expenditures</u>			
Non-Personnel Costs			
01-192-300 Professional Services	\$ 4,100	\$ 4,200	2.4%
01-900-905.3 Transfer to Desig. Reserve	100,000	100,000	0.0%
01-900-905.1 Transfer to Conservation Fund	13,250	97,550	636.2%
01-900-905.2 Transfer to Trust Fund	13,250	97,550	636.2%
Total Non-Personnel	\$ 130,600	\$ 299,300	129.2%
Total Expenditures Conservation	\$ 130,600	\$ 299,300	129.2%
Net Expenditures Conservation	\$ 4,100	\$ 4,200	2.4%
 <i>Affordable Housing Commission</i>			
<u>Expenditures</u>			
Non-Personnel Costs			
01-192-300 Professional Services	\$ 2,000	\$ 2,000	0.0%
01-192-500 Printing and Publications	1,000	1,000	0.0%
Total Non-Personnel	\$ 3,000	\$ 3,000	0.0%
Total Expenditures Affordable Housing Commission	\$ 3,000	\$ 3,000	0.0%
Net Expenditures Affordable Housing Commission	\$ 3,000	\$ 3,000	0.0%
 <i>Town Properties</i>			
<u>Expenditures</u>			
Personnel Costs			
01-501-110 Buildings-Full Time Services	\$ 40,344	\$ 42,166	4.5%
01-501-140 Buildings-Overtime Services	5,664	5,664	0.0%
Total Personnel Costs	\$ 46,008	\$ 47,830	4.0%
Operations			
01-501-600 Supplies and Materials	\$ 3,500	\$ 3,500	0.0%
01-501-900 Charges to Other Depts	(7,448)	(7,785)	4.5%
Total Operations	\$ (3,948)	\$ (4,285)	8.5%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>		<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Municipal Building				
01-510-300	Telephone	\$ 18,384	\$ 18,384	0.0%
01-510-410	Electricity	6,180	6,180	0.0%
01-510-411	Heat	3,212	3,212	0.0%
01-510-412	Water	511	600	17.5%
01-510-413	Sewer	622	700	12.5%
01-510-430	Repair and Maintenance	12,500	9,600	-23.2%
01-510-440	Equipment Lease	3,700	-	-100.0%
01-510-490	Contracted Services	25,708	26,128	1.6%
01-510-600	Supplies and Materials	750	750	0.0%
01-510-700	Building Equipment	2,200	2,200	0.0%
Total Municipal Building		\$ 73,767	\$ 67,754	-8.2%
Community & Senior Center (FY2003 Budget for Summer St. Comm. Ctr.)				
01-512-300	Telephone	\$ 480	\$ 2,640	450.0%
01-512-410	Electricity	992	20,000	1916.1%
01-512-411	Heat	1,091	10,000	816.8%
01-512-412	Water	249	800	221.1%
01-512-413	Sewer	130	400	207.7%
01-512-430	Repair and Maintenance	1,000	2,500	150.0%
01-512-490	Contracted Services	3,686	36,800	898.4%
01-512-600	Supplies and Materials	250	1,500	500.0%
01-512-700	Building Equipment	250	-	-100.0%
01-512-905	Charges to Housing Fund	-	(19,025)	-
Total Community Center		\$ 8,128	\$ 55,615	584.2%
R. Hauger Public Works Facility				
01-521-300	Telephone	\$ 2,120	\$ 2,300	8.5%
01-521-410	Electricity	10,044	9,200	-8.4%
01-521-411	Heat	10,060	2,648	-73.7%
01-521-412	Water	1,804	1,100	-39.0%
01-521-413	Sewer	312	450	44.2%
01-521-430	Repair and Maintenance	2,300	2,300	0.0%
01-521-490	Contracted Services	17,533	19,273	9.9%
01-521-600	Supplies and Materials	1,250	1,250	0.0%
01-521-700	Building Equipment	2,500	2,500	0.0%
Total R. Hauger PW Facility		\$ 47,923	\$ 41,021	-14.4%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Highway Garage 2			
01-522-410 Electricity	\$ 80	\$ 80	0.0%
Total Highway Garage 2	\$ 80	\$ 80	0.0%
Howe Library			
01-530-300 Telephone	\$ 3,064	\$ 3,500	14.2%
01-530-410 Electricity	13,860	12,800	-7.6%
01-530-411 Heat	4,484	4,484	0.0%
01-530-412 Water	740	546	-26.2%
01-530-413 Sewer	380	588	54.7%
01-530-430 Repair and Maintenance	4,000	8,000	100.0%
01-530-440 Rentals	3,984	3,984	0.0%
01-530-490 Contracted Services	29,241	29,241	0.0%
01-530-600 Supplies and Materials	900	900	0.0%
Total Howe Library	\$ 60,653	\$ 64,043	5.6%
Etna Library			
01-540-300 Telephone	\$ 968	\$ 550	-43.2%
01-540-410 Electricity	780	690	-11.5%
01-540-411 Heat	1,030	1,030	0.0%
01-540-413 Sewer	179	185	3.4%
01-540-430 Repair and Maintenance	1,700	2,200	29.4%
01-540-490 Contracted Services	1,673	1,675	0.1%
01-540-600 Supplies and Materials	200	200	0.0%
Total Etna Library	\$ 6,530	\$ 6,530	0.0%
Cemeteries			
01-550-400 Property Services	\$ 9,701	\$ 6,175	-36.3%
01-550-600 Supplies and Materials	9,300	8,300	-10.8%
Total Cemeteries	\$ 19,001	\$ 14,475	-23.8%
Boat Landing			
01-560-400 Property Services	\$ 1,176	\$ 1,176	0.0%
Total Boat Landing	\$ 1,176	\$ 1,176	0.0%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Police Facility			
01-570-410 Electricity	\$ 16,800	\$ 15,260	-9.2%
01-570-411 Heat	5,575	5,575	0.0%
01-570-412 Water	578	578	0.0%
01-570-413 Sewer	240	240	0.0%
01-570-430 Repair and Maintenance	5,955	6,655	11.8%
01-570-490 Contracted Services	23,248	23,968	3.1%
01-570-600 Supplies and Materials	1,250	2,000	60.0%
Total Police Facility	\$ 53,646	\$ 54,276	1.2%
Total Non-Personnel Costs	\$ 266,956	\$ 300,686	12.6%
Activity Totals			
Operations	\$ 42,060	\$ 43,546	3.5%
Municipal Building	73,767	67,754	-8.2%
Community Center	8,128	55,615	584.2%
R. Hauger Public Works Facility	47,923	41,021	-14.4%
Highway Garage 2	80	80	0.0%
Howe Library	60,653	64,043	5.6%
Etna Library	6,530	6,530	0.0%
Cemeteries	19,001	14,475	-23.8%
Boat Landing	1,176	1,176	0.0%
Police Facility	53,646	54,276	1.2%
Total Expenditures	\$ 312,964	\$ 348,516	11.4%
Net Expenditures	\$ 312,964	\$ 348,516	11.4%

Police

<u>Revenues</u>			
01-092-270 Pistol Permits	\$ 100	\$ 80	-20.0%
01-093-351 Dispatch Center Charges	116,501	105,688	-9.3%
01-093-352 Dog fines	1,000	1,000	0.0%
01-093-353 Special Services	108,000	80,000	-25.9%
01-093-354 Kids and Cops/Dare	7,700	7,300	-5.2%
01-093-355 Report Fees	1,455	1,650	13.4%
01-093-356 Bike Auction	1,200	1,200	0.0%
01-093-357 Fingerprinting	2,000	2,800	40.0%
01-093-359 Sale of Cruisers	19,500	-	-100.0%
01-094-447 Matching Grants	8,460	38,600	356.3%
01-097-730 Court Fines	6,000	7,000	16.7%
01-097-751 Transfer from Capital Reserve Fund	164,529	-	-100.0%
Total Revenues	\$ 436,445	\$ 245,318	-43.8%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>		<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<u>Expenditures</u>				
Personnel Costs				
01-321-110	Administration-Full Time	\$ 194,827	\$ 195,942	0.6%
01-322-110	Patrol-Full Time	550,140	602,112	9.4%
01-322-115	Patrol-Part Time	16,040	9,360	-41.6%
01-322-125	Patrol-Temp Supervision	5,714	5,752	0.7%
01-322-140	Patrol-Overtime	49,500	45,000	-9.1%
01-322-145	Patrol-Special	80,000	58,000	-27.5%
01-323-110	Investigation-Full Time	88,791	98,309	10.7%
01-323-140	Investigation-Overtime	4,300	4,000	-7.0%
01-324-110	Dispatch-Full Time	237,340	250,542	5.6%
01-324-115	Dispatch-Part Time	8,481	8,481	0.0%
01-324-125	Dispatch-Temp Supervision	225	225	0.0%
01-324-140	Dispatch-Overtime	26,000	23,500	-9.6%
Total Personnel		\$ 1,261,358	\$ 1,301,222	3.2%
Administration				
01-321-300	Professional Services	\$ 20,962	\$ 20,962	0.0%
01-321-400	Property Services	5,384	6,034	12.1%
01-321-500	Other Services	620	625	0.8%
01-321-600	Supplies and Materials	5,511	5,126	-7.0%
01-321-700	Operational equipment	1,700	-	-100.0%
01-321-800	Auto/Education	500	-	-100.0%
01-321-900	Dept Charges	13,225	10,090	-23.7%
Total Administration		\$ 47,902	\$ 42,837	-10.6%
Patrol				
01-322-300	Professional Services	\$ 3,200	\$ 4,260	33.1%
01-322-410	Electricity	9,000	9,000	0.0%
01-322-430	Repair and Maintenance	6,000	1,600	-73.3%
01-322-440	Equipment Lease	-	6,089	-
01-322-490	Contracted Services	540	540	0.0%
01-322-500	Dues and Memberships	930	1,315	41.4%
01-322-600	Supplies and Materials	30,875	30,576	-1.0%
01-322-700	Operational Equipment	12,260	-	-100.0%
01-322-800	Auto/Education	2,100	3,390	61.4%
01-322-901	Charges to Other Depts	(94,812)	(99,349)	4.8%
01-322-960	Transfer to Capital Reserve Fund	60,700	42,000	-30.8%
Total Patrol		\$ 30,793	\$ (579)	-101.9%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Investigation			
01-323-300 Professional Services	\$ 400	\$ 400	0.0%
01-323-400 Property Services	624	624	0.0%
01-323-500 Dues and Memberships	70	70	0.0%
01-323-600 Supplies and Materials	1,240	1,140	-8.1%
01-323-800 Auto/Education	500	500	0.0%
Total Investigation	\$ 2,834	\$ 2,734	-3.5%
Dispatch			
01-324-341 Telephone	\$ 38,500	\$ 40,672	5.6%
01-324-365 Professional Services	648	500	-22.8%
01-324-400 Property Services	12,898	13,560	5.1%
01-324-500 Dues and Memberships	230	230	0.0%
01-324-600 Supplies and Materials	2,940	2,835	-3.6%
01-324-800 Auto/Education	2,900	1,800	-37.9%
01-324-900 Charges to Other Depts	(99,664)	(109,063)	9.4%
01-324-960 Capital Reserve	-	10,000	-
Total Dispatch	\$ (41,548)	\$ (39,466)	-5.0%
Animal Control			
01-325-300 Professional Services	\$ 500	\$ 500	0.0%
Total Animal Control	\$ 500	\$ 500	0.0%
Capital Costs			
01-720-742 Police Cruiser Replacement	\$ 164,529	\$ -	-100.0%
01-750-740 Traffic Controls	-	10,000	-
Total Capital Costs	\$ 164,529	\$ 10,000	-93.9%
Total Non-Personnel	\$ 205,010	\$ 16,026	-92.2%
Activity Totals			
Administration	\$ 242,729	\$ 238,778	-1.6%
Patrol	732,187	719,645	-1.7%
Investigation	95,925	105,043	9.5%
Dispatch	230,498	243,282	5.5%
Animal Control	500	500	0.0%
Capital Costs	164,529	10,000	-93.9%
Total Expenditures	\$ 1,466,368	\$ 1,317,248	-10.2%
Net Expenditures	\$ 1,029,923	\$ 1,071,930	4.1%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>		<u>FY 2003</u>	<u>FY 2004</u>	<u>%Change/</u>
		<u>Budget</u>	<u>Proposed</u>	<u>Approved</u>
Public Works				
	<u>Revenues</u>			
01-092-275	Excavation Fees	\$ 11,612	\$ 5,000	-56.9%
01-092-290	Driveway Permits	1,000	1,000	0.0%
01-093-361	Special Services	3,650	2,500	-31.5%
01-093-364	Highway Services-Water Co	4,200	16,000	281.0%
01-093-369	Outside Projects	100,000	100,000	0.0%
01-093-370	Cemetery Gifts	600	500	-16.7%
01-093-371	Cemetery Trust Funds	1,500	3,400	126.7%
01-093-372	Cemetery Lot Sales	14,000	14,000	0.0%
01-093-373	Cemetery Burial Fees	10,000	10,000	0.0%
01-093-374	Solid Waste Fees	22,000	22,000	0.0%
01-093-375	Recycling Materials	28,000	12,000	-57.1%
01-093-377	Recycling Containers	-	1,313	-
01-093-379	NH the Beautiful Grant	-	400	-
01-093-380	HIS Gardener Subsidy	9,000	10,000	11.1%
01-094-430	Highway Block Grant	203,000	226,645	11.6%
01-097-750	Transfer from Reserve	146,890	192,998	31.4%
01-097-790	Sale of Property	1,000	600	-40.0%
Total Revenues		\$ 556,452	\$ 618,355	11.1%
	<u>Expenditures</u>			
Personnel Costs				
01-410-110	Administration-Full Time	\$ 166,255	\$ 214,671	29.1%
01-421-110	Highway Mtce-Full Time	403,164	428,223	6.2%
01-421-140	Highway Mtce-Overtime	66,000	85,309	29.3%
01-421-145	Highway Mtce-Special	2,346	2,058	-12.3%
01-423-110	Line Maintenance-Full Time	120,197	78,844	-34.4%
01-423-120	Line Maintenance-Seasonal	8,075	8,500	5.3%
01-423-140	Line Maintenance-Overtime	7,678	8,245	7.4%
01-430-110	Fleet-Full Time	154,809	163,439	5.6%
01-430-140	Fleet-Overtime	9,000	9,000	0.0%
01-440-110	Grounds-Full Time	152,632	159,572	4.5%
01-440-120	Grounds-Seasonal	40,260	42,020	4.4%
01-440-140	Grounds-Overtime	17,144	17,144	0.0%
Total Personnel		\$ 1,147,560	\$ 1,217,025	6.1%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Administration			
01-410-300 Professional Services	\$ 4,100	\$ 4,100	0.0%
01-410-410 Electricity	66,250	66,250	0.0%
01-410-440 Equipment Rental	1,400	-	-100.0%
01-410-490 Other Contracted Services	450	450	0.0%
01-410-500 Advertising and Dues	1,211	1,465	21.0%
01-410-600 Supplies and Materials	18,464	17,990	-2.6%
01-410-800 Auto/Education	7,800	7,900	1.3%
01-410-900 Charges to Other Depts	(42,779)	(90,790)	112.2%
Total Administration	\$ 56,897	\$ 7,365	-87.1%
Highway Maintenance			
01-421-400 Property Services	\$ 26,000	\$ 37,460	44.1%
01-421-600 Supplies and Materials	438,873	424,037	-3.4%
01-421-700 Operational Equipment	8,100	2,500	-69.1%
01-421-900 Charges to Other Depts	(21,038)	(30,038)	42.8%
Total Highway Summer Maintenance	\$ 451,936	\$ 433,959	-4.0%
Sidewalk Maintenance			
01-428-600 Supplies and Materials	\$ 22,503	\$ 21,281	-5.4%
01-428-900 Transfer to Capital Reserve	16,000	16,000	0.0%
Total Sidewalk Maintenance	\$ 38,503	\$ 37,281	-3.2%
Line Maintenance			
01-423-300 Professional Services	\$ 2,500	\$ 2,500	0.0%
01-423-400 Property Services	4,300	4,000	-7.0%
01-423-500 Dues and Memberships	90	90	0.0%
01-423-600 Supplies and Materials	12,163	12,163	0.0%
01-423-700 Operational Equipment	2,300	2,300	0.0%
01-423-900 Charges to WWTP	(126,234)	(96,370)	-23.7%
Total Line Maintenance	\$ (104,881)	\$ (75,317)	-28.2%
Outside Projects			
01-424-700 Capital Outlay	\$ 100,000	\$ 100,000	0.0%
Total Outside Projects	\$ 100,000	\$ 100,000	0.0%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Fleet Maintenance			
01-430-400 Property Services	\$ 3,000	\$ 3,137	4.6%
01-430-500 Dues and Memberships	175	175	0.0%
01-430-600 Parts and Materials	209,860	206,620	-1.5%
01-430-700 Operational Equipment	6,900	6,900	0.0%
01-430-901 Charges to Other Depts	(36,242)	(42,669)	17.7%
01-430-960 Transfer to Capital Reserve Fund	150,000	122,000	-18.7%
Total Fleet Maintenance	\$ 333,692	\$ 296,163	-11.2%
Grounds Maintenance			
01-440-400 Property Services	\$ 16,000	\$ 13,500	-15.6%
01-440-500 Dues and Memberships	295	330	11.9%
01-440-600 Supplies and Materials	15,800	15,800	0.0%
01-440-730 Field Development	34,000	44,165	29.9%
01-440-740 Operational Equipment	1,100	1,100	0.0%
01-440-800 Education	1,100	1,100	0.0%
01-440-900 Charges to Other Depts	(13,439)	(13,796)	2.7%
Total Grounds Maintenance	\$ 54,857	\$ 62,200	13.4%
Recycling			
01-450-400 Contracted Services	\$ 194,157	\$ 212,827	9.6%
01-450-500 Advertising	900	1,200	33.3%
01-450-600 Supplies and Postage	1,649	3,749	127.3%
Total Recycling	\$ 196,706	\$ 217,776	10.7%
Solid Waste Disposal			
01-650-400 Contracted Services	\$ 60,518	\$ 63,590	5.1%
Total Solid Waste Disposal	\$ 60,518	\$ 63,590	5.1%
Capital Costs			
01-720-740 Public Works Equipment	\$ 146,890	\$ 101,858	-30.7%
01-740-700 Road Reconstruction	25,000	116,308	365.2%
01-760-739 Bridge Reconstruction	31,885	33,000	3.5%
01-760-745 Street Lamp Replacement	5,000	2,500	-50.0%
Total Capital Costs	\$ 208,775	\$ 253,666	21.5%
Total Non-Personnel	\$ 1,397,001	\$ 1,396,684	0.0%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Activity Totals			
Administration	\$ 223,151	\$ 222,036	-0.5%
Highway Maintenance	923,446	949,549	2.8%
Sidewalk Maintenance	38,503	37,281	-3.2%
Line Maintenance	31,069	20,272	-34.8%
Outside Projects	100,000	100,000	0.0%
Fleet Maintenance	497,502	468,603	-5.8%
Grounds Maintenance	264,892	280,935	6.1%
Recycling	196,706	217,776	10.7%
Solid Waste Disposal	60,518	63,590	5.1%
Capital Costs	208,775	253,666	21.5%
Total Expenditures	\$ 2,544,561	\$ 2,613,709	2.7%
Net Expenditures	\$ 1,988,109	\$ 1,995,354	0.4%

Health and Welfare

Revenues

01-093-341	Facilities Cost Reimb-School	\$ -	\$ 1,308	-
01-093-345	Substance Abuse Diversion Fees	13,797	13,644	-1.1%
01-093-347	Welfare-Sawyer Fund	400	375	-6.3%
Total Revenues		\$ 14,197	\$ 15,327	8.0%

Expenditures

Personnel Costs

01-220-115	Community Counselor	\$ 33,854	\$ 35,547	5.0%
01-220-290	Community Counselor Fringe Benefits	7,000	7,000	0.0%
01-235-115	Health Officer	9,418	9,889	5.0%
Total Personnel		\$ 50,272	\$ 52,436	4.3%

Community Counselor

01-220-300	Professional Services	\$ 21,157	\$ 20,603	-2.6%
01-220-400	Property Services	150	-	-100.0%
01-220-500	Dues and Memberships	40	45	12.5%
01-220-600	Supplies and Materials	525	550	4.8%
01-220-800	Auto/Education	340	340	0.0%
01-220-900	Transfers Out	(3,047)	(4,089)	34.2%
Total Community Counselor		\$ 19,165	\$ 17,449	-9.0%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>		<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Health Services				
01-230-850	General Assistance	\$ 24,400	\$ 17,375	-28.8%
01-230-851	Emergency Reg Medical Care	80,949	77,117	-4.7%
01-230-890	Social Service Agency Support	51,427	55,260	7.5%
01-230-900	Transfer from Ambulance Fund	(77,000)	-	-100.0%
Total Health Services		\$ 79,776	\$ 149,752	87.7%
Total Non-Personnel		\$ 98,941	\$ 167,201	69.0%
Activity Totals				
Community Counselor		\$ 60,019	\$ 59,995	0.0%
Health Services		89,194	159,641	79.0%
Total Expenditures		\$ 149,213	\$ 219,636	47.2%
Net Expenditures		\$ 135,016	\$ 204,310	51.3%
<i>Parks and Recreation</i>				
<u>Revenues</u>				
01-093-321	Youth Programs	\$ 54,000	\$ 62,000	14.8%
01-093-322	Adult Programs	18,000	25,000	38.9%
01-093-323	Special Programs	6,500	10,000	53.8%
01-093-324	Community Center	500	5,000	900.0%
01-093-325	Playground	21,000	23,000	9.5%
01-093-326	Basketball Tournament	9,500	9,500	0.0%
99-093-326	Friends of Recreation	2,500	-	-100.0%
99-093-327	Special Events	5,000	-	-100.0%
99-093-329	Field Maintenance	1,500	-	-100.0%
Total Revenues		\$ 118,500	\$ 134,500	13.5%
<u>Expenditures</u>				
Personnel Costs				
01-261-110	Administration-Full Time	\$ 107,566	\$ 140,434	30.6%
01-261-120	Administration-Seasonal	3,000	1,000	-66.7%
01-262-120	Youth-Seasonal	1,500	1,500	0.0%
01-263-120	Adult-Seasonal	500	-	-100.0%
01-264-120	Special-Seasonal	1,000	1,000	0.0%
01-265-120	Playground-Seasonal	16,000	16,500	3.1%
Total Personnel		\$ 129,566	\$ 160,434	23.8%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Administration			
01-261-400 Property Services	\$ 1,200	\$ 1,200	0.0%
01-261-500 Advertising/Printing/Dues	4,150	3,550	-14.5%
01-261-600 Supplies and Materials	3,600	3,800	5.6%
01-261-700 Field Development/Equipment	3,500	2,500	-28.6%
01-261-800 Auto/Education	1,600	2,100	31.3%
Total Administration	\$ 14,050	\$ 13,150	-6.4%
Youth Programs			
01-262-300 Professional Services	\$ 30,175	\$ 36,275	20.2%
01-262-400 Property Services	4,500	4,000	-11.1%
01-262-600 Supplies and Materials	10,800	11,300	4.6%
Total Youth Programs	\$ 45,475	\$ 51,575	13.4%
Adult Programs			
01-263-300 Professional Services	\$ 11,000	\$ 16,000	45.5%
01-263-400 Property Services	800	800	0.0%
01-263-600 Supplies and Materials	700	1,000	42.9%
Total Adult Programs	\$ 12,500	\$ 17,800	42.4%
Special Programs			
01-264-300 Professional Services	\$ 2,000	\$ 2,000	0.0%
01-264-400 Property Services	2,500	1,000	-60.0%
01-264-600 Supplies and Materials	2,500	2,800	12.0%
Total Special Programs	\$ 7,000	\$ 5,800	-17.1%
Playground			
01-265-300 Professional Services	\$ 1,450	\$ 1,450	0.0%
01-265-400 Property Services	500	500	0.0%
01-265-600 Supplies and Materials	1,750	1,875	7.1%
Total Playground	\$ 3,700	\$ 3,825	3.4%
Basketball Tournament			
01-266-300 Professional Services	\$ 1,550	\$ 1,525	-1.6%
01-266-400 Property Services	2,800	2,800	0.0%
01-266-600 Supplies and Materials	2,500	2,500	0.0%
Total Basketball Tournament	\$ 6,850	\$ 6,825	-0.4%
Capital Costs			
01-760-746 Skateboard Park Equipment	\$ 1,500	\$ 1,500	0.0%
Total Capital Costs	\$ 1,500	\$ 1,500	0.0%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Other Uses of Funds			
01-269-905 Charge from Housing	\$ 27,123	\$ 28,167	3.8%
Total Other Uses of Funds	\$ 27,123	\$ 28,167	3.8%
Friends of Recreation			
99-261-600 Supplies and Materials	\$ 2,500	\$ -	-100.0%
Total Friends of Recreation	\$ 2,500	\$ -	-100.0%
Special Events			
99-264-300 Professional Services	\$ 2,500	\$ -	-100.0%
99-264-600 Supplies and Materials	2,500	-	-100.0%
Total Special Events	\$ 5,000	\$ -	-100.0%
Field Maintenance			
99-266-600 Supplies and Materials	\$ 1,500	\$ -	-100.0%
Total Field Maintenance	\$ 1,500	\$ -	-100.0%
Total Non-Personnel	\$ 127,198	\$ 128,642	1.1%
Activity Totals			
Administration	\$ 124,616	\$ 154,584	24.0%
Youth Programs	46,975	53,075	13.0%
Adult Programs	13,000	17,800	36.9%
Special Programs	8,000	6,800	-15.0%
Playground	19,700	20,325	3.2%
Basketball Tournament	6,850	6,825	-0.4%
Capital Costs	1,500	1,500	0.0%
Other Uses of Funds	27,123	28,167	3.8%
Special Funds	9,000	-	-100.0%
Total Expenditures	\$ 256,764	\$ 289,076	12.6%
Net Expenditures	\$ 138,264	\$ 154,576	11.8%
Howe Library			
<u>Revenues</u>			
01-093-331 Fines	\$ 14,000	\$ 15,000	7.1%
01-093-332 Non-Resident Fees	29,000	29,000	0.0%
01-093-333 Coin Copier	3,700	3,000	-18.9%
Total Revenues	\$ 46,700	\$ 47,000	0.6%

Town of Hanover

Budget Detail FY 2003-2004

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		<u>Budget</u>	<u>Proposed</u>	<u>Approved</u>
<u>Expenditures</u>				
Personnel Costs				
01-252-110	Administration-Full Time	\$ 160,785	\$ 168,859	5.0%
01-253-110	Tech Services-Full Time	41,151	43,023	4.5%
01-253-115	Tech Services-Part Time	47,691	54,736	14.8%
01-254-110	Public Services-Full Time	82,320	86,292	4.8%
01-254-115	Public Services-Part Time	180,810	189,045	4.6%
01-254-116	Public Services-Pages	16,700	16,700	0.0%
01-254-117	Public Services-Substitutes	10,660	10,660	0.0%
01-254-118	Public Services-Work Study	500	600	20.0%
Total Personnel		\$ 540,617	\$ 569,915	5.4%
Administration				
01-252-400	Property Services	\$ 6,800	\$ 3,800	-44.1%
01-252-500	Dues and Memberships	600	600	0.0%
01-252-600	Supplies and Materials	4,866	4,800	-1.4%
01-252-800	Auto/Conferences	2,500	2,700	8.0%
Total Administration		\$ 14,766	\$ 11,900	-19.4%
Technical Services				
01-253-600	Supplies and Materials	\$ 7,700	\$ 6,700	-13.0%
01-253-800	Education	500	500	0.0%
01-253-905	Charges from MIS	27,040	33,824	25.1%
Total Technical Services		\$ 35,240	\$ 41,024	16.4%
Public Services				
01-254-600	Circulating and Reference	\$ 54,450	\$ 54,450	0.0%
Total Public Services		\$ 54,450	\$ 54,450	0.0%
Total Non-Personnel		\$ 104,456	\$ 107,374	2.8%
Activity Totals				
Administration		\$ 175,551	\$ 180,759	3.0%
Technical Services		124,082	138,782	11.8%
Public Services		345,440	357,747	3.6%
Total Expenditures		\$ 645,073	\$ 677,288	5.0%
Net Expenditures		\$ 598,373	\$ 630,288	5.3%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>		<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<i>Etna Library</i>				
	<u>Revenues</u>			
01-093-335	Town Library Trust	\$ 75	\$ 75	0.0%
01-093-336	Gift Fund	750	750	0.0%
Total Revenues		\$ 825	\$ 825	0.0%
	<u>Expenditures</u>			
Personnel Costs				
01-257-115	Librarians Part Time	\$ 27,564	\$ 28,035	1.7%
Total Personnel		\$ 27,564	\$ 28,035	1.7%
Non-Personnel Costs				
01-257-400	Property Services	\$ 50	\$ -	-100.0%
01-257-500	Advertising and Dues	483	485	0.4%
01-257-600	Supplies and Materials	7,788	8,122	4.3%
01-257-700	Operational Equipment	750	-	-100.0%
01-257-800	Auto/Education/Conferences	400	400	0.0%
01-257-901	Charges from Howe Library	-	1,040	-
01-257-905	Charges from MIS	120	770	541.7%
Total Non-Personnel		\$ 9,591	\$ 10,817	12.8%
Total Expenditures		\$ 37,155	\$ 38,852	4.6%
Net Expenditures		\$ 36,330	\$ 38,027	4.7%
<i>Unallocated</i>				
	<u>Revenues</u>			
Taxes				
01-091-105	Current Year Net Levy	\$ 4,629,759	\$ 4,883,431	5.5%
01-091-105	Excess Tax Incrmt. Fin. Dist.Tax	-	14,585	-
01-091-125	Interest on Delinquent Taxes	35,000	38,000	8.6%
01-091-155	Yield Tax	18,000	15,000	-16.7%
01-091-160	Payment in Lieu of Taxes	36,070	38,070	5.5%
Total Taxes		\$ 4,718,829	\$ 4,989,086	5.7%
State Grants and Payments				
01-094-410	Shared Revenue Block Grant	\$ 95,258	\$ 90,957	-4.5%
01-094-411	Rooms and Meals Tax	182,357	285,000	56.3%
01-094-421	Business Profits Tax	86,578	90,957	5.1%
Total State Grants and Payments		\$ 364,193	\$ 466,914	28.2%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Investment Income			
01-096-630 Short Term Interest	\$ 300,000	\$ 250,000	-16.7%
Total Investment Income	\$ 300,000	\$ 250,000	-16.7%
Other			
01-097-720 Insurance Dividend	\$ 15,000	\$ 15,000	0.0%
01-097-760 Fund Balance Used	60,984	150,019	146.0%
01-097-795 Miscellaneous	5,000	5,000	0.0%
01-097-799 Transfers from Trust and Agency	20,000	41,200	106.0%
Total Other	\$ 100,984	\$ 211,219	109.2%
Total Unallocated Revenues	\$ 5,484,006	\$ 5,917,219	7.9%
<u>Expenditures</u>			
Allocation of Administration Costs			
01-150-900 Charges to Other Depts	\$ (316,751)	\$ (375,467)	18.5%
Total Allocation of Administration	\$ (316,751)	\$ (375,467)	18.5%
Legal Services			
01-160-390 Professional Services	\$ 78,515	\$ 70,000	-10.8%
Total Legal Services	\$ 78,515	\$ 70,000	-10.8%
Debt Service			
01-610-980 Debt Service-Principal	\$ 171,500	\$ 175,000	2.0%
01-610-981 Debt Service-Interest	90,421	106,056	17.3%
01-610-990 Debt Service-Issuance Costs	15,000	-	-100.0%
Total Debt Service	\$ 276,921	\$ 281,056	1.5%
Insurance			
01-620-400 Property/Liability Insurance	\$ 70,000	\$ 78,000	11.4%
01-620-500 Unemployment Compensation	700	360	-48.6%
Total Insurance	\$ 70,700	\$ 78,360	10.8%
Benefits			
01-640-210 Section 125 Benefits	\$ 867,065	\$ 978,709	12.9%
01-640-220 FICA	253,795	283,078	11.5%
01-640-230 Retirement	161,300	235,913	46.3%
01-640-260 Workers Compensation	65,350	72,148	10.4%
01-640-290 Miscellaneous	11,000	11,525	4.8%
01-640-291 Severance Pay	15,000	15,675	4.5%
Total Benefits	\$ 1,373,510	\$ 1,597,048	16.3%

Town of Hanover

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<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Special Articles			
01-730-890 Other Uses of Funds	\$ 11,300	\$ -	-100.0%
Total Special Articles	\$ 11,300	\$ -	-100.0%
Total Non-Personnel	\$ 1,494,195	\$ 1,650,997	10.5%
Activity Totals			
Allocation of Administration Costs	\$ (316,751)	\$ (375,467)	18.5%
Legal Services	78,515	70,000	-10.8%
Debt Service	276,921	281,056	1.5%
Insurance	70,700	78,360	10.8%
Benefits	1,373,510	1,597,048	16.3%
Special Articles	11,300	-	-100.0%
Total Expenditures	\$ 1,494,195	\$ 1,650,997	10.5%
Net Expenditures	\$ (3,989,811)	\$ (4,266,222)	6.9%
Total Expenditures - General Fund	\$ 8,216,675	\$ 8,793,168	7.0%
Net Expenditures - General Fund	\$ -	\$ -	-

Special Revenue Funds Department Budgets

Fire

	<u>Revenues</u>			
03-091-105	Current Year Levy	\$ 1,771,773	\$ 1,885,344	6.4%
03-093-310	Hydrant Rentals	61,477	61,477	0.0%
03-093-320	Special Fire Services	4,500	4,500	0.0%
03-093-330	Training	350	100	-71.4%
03-093-340	Fire Alarm Services	7,800	7,800	0.0%
03-093-341	False Alarm Charges	1,500	1,000	-33.3%
03-093-351	Reinspection Fees	500	250	-50.0%
03-097-720	Insurance Dividend	3,000	7,500	150.0%
03-097-730	Court Fines	100	-	-100.0%
03-097-750	Transfer from Reserve	20,280	-	-100.0%
03-097-760	Fund Balance Used	89,276	-	-100.0%
03-097-795	Miscellaneous	50	-	-100.0%
Total Revenues		\$ 1,960,607	\$ 1,967,971	0.4%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>		<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<u>Expenditures</u>				
Personnel Costs				
03-110-110	Administration-Full Time	\$ 112,280	\$ 118,594	5.6%
03-120-110	Suppression-Full Time	809,185	802,028	-0.9%
03-120-115	Suppression-Part Time	10,000	10,250	2.5%
03-120-140	Suppression-Overtime	130,000	140,287	7.9%
Total Personnel		\$ 1,061,465	\$ 1,071,159	0.9%
Administration				
03-110-300	Professional Services	\$ 16,500	\$ -	-100.0%
03-110-430	Repair and Maintenance	100	100	0.0%
03-110-440	Vehicle/Equipment Rental	200	-	-100.0%
03-110-490	Contracted Services	1,140	1,140	0.0%
03-110-500	Dues and Memberships	385	405	5.2%
03-110-600	Supplies and Materials	3,000	2,750	-8.3%
03-110-700	Operational Equipment	400	400	0.0%
03-110-800	Education/Conferences	2,575	2,000	-22.3%
03-110-900	Charges from Other Departments	5,874	2,654	-54.8%
Total Administration		\$ 30,174	\$ 9,449	-68.7%
Suppression				
03-120-300	New Personnel/Laundry	\$ 2,975	\$ 2,975	0.0%
03-120-412	Hydrant Rentals	384,200	388,066	1.0%
03-120-430	Repair and Maintenance	2,100	4,000	90.5%
03-120-500	Dues and Memberships	256	256	0.0%
03-120-600	Supplies and Materials	10,575	9,585	-9.4%
03-120-700	Operational equipment	5,880	9,000	53.1%
03-120-800	Auto Allowance	155	155	0.0%
03-120-901	Charges to Ambulance	(248,871)	(323,230)	29.9%
03-120-905	Charges from Other Depts	193,177	193,500	0.2%
03-120-960	Transfer to Capital Reserve Fund	90,000	93,000	3.3%
Total Suppression		\$ 440,447	\$ 377,307	-14.3%
Prevention				
03-130-300	Property Services	\$ 1,000	\$ -	-100.0%
03-130-500	Dues and Memberships	85	85	0.0%
03-130-600	Supplies and Materials	1,000	900	-10.0%
03-130-800	Education/Conferences	1,750	1,650	-5.7%
Total Prevention		\$ 3,835	\$ 2,635	-31.3%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>		<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Hazardous Materials				
03-140-300	Telephone	\$ 600	\$ 600	0.0%
03-140-500	Telephone	-	2,000	-
03-140-600	Supplies and Materials	500	500	0.0%
03-140-700	Operational Equipment	500	2,300	360.0%
Total Hazardous Materials		\$ 1,600	\$ 5,400	237.5%
Alarm Maintenance				
03-150-500	Dues and Memberships	\$ 50	\$ 50	0.0%
03-150-600	Supplies and Materials	2,000	2,000	0.0%
03-150-800	Education/Conferences	650	450	-30.8%
Total Alarm Maintenance		\$ 2,700	\$ 2,500	-7.4%
Training				
03-160-300	Professional Services	\$ 100	\$ 100	0.0%
03-160-500	Dues and Memberships	210	210	0.0%
03-160-600	Supplies and Materials	700	850	21.4%
03-160-800	Auto/Education/Conferences	1,600	2,625	64.1%
Total Training		\$ 2,610	\$ 3,785	45.0%
Main Station				
03-551-300	Telephone	\$ 660	\$ 560	-15.2%
03-551-410	Electricity	8,160	7,800	-4.4%
03-551-411	Heat	6,666	7,900	18.5%
03-551-412	Water	478	478	0.0%
03-551-413	Sewer	400	920	130.0%
03-551-430	Building Repair and Maint	9,150	9,150	0.0%
03-551-490	Contracted Services	1,559	2,029	30.2%
03-551-600	Supplies and Materials	2,500	2,500	0.0%
03-551-700	Building Equipment	3,300	2,000	-39.4%
Total Main Station		\$ 32,873	\$ 33,337	1.4%
Etna Station				
03-560-410	Electricity	\$ 540	\$ 540	0.0%
03-560-411	Heat	982	982	0.0%
03-560-413	Sewer	179	179	0.0%
03-560-430	Building Repair and Maint	1,450	1,450	0.0%
03-560-490	Contracted Services	250	250	0.0%
Total Etna Station		\$ 3,401	\$ 3,401	0.0%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>		<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Fixed Costs				
03-620-400	Property/Liability Insurance	\$ 12,000	\$ 12,000	0.0%
03-620-500	Unemployment Insurance	200	200	0.0%
03-640-210	Section 125 Benefits	208,417	240,251	15.3%
03-640-220	FICA	18,273	19,095	4.5%
03-640-230	Retirement	72,832	139,667	91.8%
03-640-260	Workers Compensation	29,500	27,786	-5.8%
03-640-291	Severance Pay	20,000	20,000	0.0%
Total Fixed Costs		\$ 361,222	\$ 458,998	27.1%
Capital Costs				
03-720-742	Purchases from Capital Reserve Fd	\$ 20,280	\$ -	-100.0%
Total Capital Costs		\$ 20,280	\$ -	-100.0%
Total Non-Personnel		\$ 899,142	\$ 896,812	-0.3%
Activity Totals				
Administration		\$ 142,454	\$ 128,043	-10.1%
Suppression		1,389,632	1,329,872	-4.3%
Prevention		3,835	2,635	-31.3%
Hazardous Materials		1,600	5,400	237.5%
Alarm Maintenance		2,700	2,500	-7.4%
Training		2,610	3,785	45.0%
Main Station		32,873	33,337	1.4%
Etna Station		3,401	3,401	0.0%
Fixed Costs		361,222	458,998	27.1%
Capital Costs		20,280	-	-100.0%
Total Expenditures - Fire Fund		\$ 1,960,607	\$ 1,967,971	0.4%
Net Expenditures - Fire Fund		\$ -	\$ -	-
Ambulance				
<u>Revenues</u>				
06-093-310	Community Contributions	\$ 139,029	\$ 138,101	-0.7%
06-093-320	Service Charges (Net)	189,259	285,307	50.7%
06-093-340	Special Services	2,000	3,000	50.0%
06-097-720	Insurance Dividends	300	300	0.0%
06-097-760	Fund Balance Used	107,648	38,705	-64.0%
06-097-770	Miscellaneous	200	-	-100.0%
Total Revenues		\$ 438,436	\$ 465,413	6.2%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<u>Expenditures</u>			
Personnel Costs			
06-110-100 Cost Allocation from Fire	\$ 248,871	\$ 323,230	29.9%
Total Personnel	\$ 248,871	\$ 323,230	29.9%
Administration			
06-110-300 Professional Services	\$ 18,000	\$ 41,500	130.6%
06-110-400 Property Services	1,884	1,834	-2.7%
06-110-500 Dues and Memberships	100	100	0.0%
06-110-600 Supplies and Materials	13,175	14,925	13.3%
06-110-700 Operational Equipment	4,600	7,500	63.0%
06-110-800 Auto/Education	12,000	4,700	-60.8%
06-110-900 Charges to Other Depts	110,306	42,124	-61.8%
06-110-960 Transfer to Capital Reserve Fund	24,500	24,500	0.0%
Total Administration	\$ 184,565	\$ 137,183	-25.7%
Fixed Costs			
06-620-400 Property Liability Insurance	\$ 5,000	\$ 5,000	0.0%
Total Fixed Costs	\$ 5,000	\$ 5,000	0.0%
Total Non-Personnel	\$ 189,565	\$ 142,183	-25.0%
Total Expenditures - Ambulance Fund	\$ 438,436	\$ 465,413	6.2%
Net Expenditures - Ambulance Fund	\$ -	\$ -	-
<u>Wastewater Treatment Plant</u>			
<u>Revenues</u>			
05-092-210 Sewer Connections	\$ 7,000	\$ 7,000	0.0%
05-093-310 Sewer Rate Study	-	146,573	-
05-093-311 Rental Lebanon	54,125	57,794	6.8%
05-093-315 Rental DHMC	97,226	103,817	6.8%
05-093-320 Rental Hanover (Net)	804,419	862,158	7.2%
05-093-321 Rental Interest	1,000	-	-100.0%
05-093-330 Tipping Fees and Other	25,120	25,120	0.0%
05-093-331 Industrial Pretreatment	2,000	-	-100.0%
05-093-369 Outside Projects	485,000	25,000	-94.8%
05-094-410 State Aid Water Pollution	112,176	106,043	-5.5%
05-094-411 Capital Project Financing	-	3,612,608	-
05-097-720 Insurance Dividend	2,000	2,000	0.0%
05-097-750 Transfer from Reserve	-	908,228	-
05-097-760 Fund Balance Used	74,006	206,000	178.4%
Total Revenues	\$ 1,664,071	\$ 6,062,341	264.3%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<u>Expenditures</u>			
Personnel Costs			
05-210-110 Full Time Services	\$ 431,643	\$ 416,153	-3.6%
05-210-140 Overtime Services	20,686	20,000	-3.3%
Total Personnel	\$ 452,329	\$ 436,153	-3.6%
Plant Operation			
05-210-300 Professional Services	\$ 204,685	\$ 354,040	73.0%
05-210-410 Utilities	116,200	135,588	16.7%
05-210-430 Repair and Maintenance	34,040	46,530	36.7%
05-210-490 Property Services	17,090	15,405	-9.9%
05-210-500 Dues and Memberships	750	650	-13.3%
05-210-600 Supplies and Materials	47,175	44,600	-5.5%
05-210-700 Operational Equipment	13,000	10,000	-23.1%
05-210-800 Auto/Education	1,250	1,600	28.0%
05-210-901 Charge to Water Company	(291,804)	(380,007)	30.2%
05-210-905 Charges from Other Depts	261,545	317,072	21.2%
05-210-960 Transfer to Capital Reserve Fund	108,000	108,000	0.0%
Total Plant Operation	\$ 511,932	\$ 653,478	27.6%
Outside Projects			
05-424-700 Capital Outlay	\$ 485,000	\$ 25,000	-94.8%
Total Outside Projects	\$ 485,000	\$ 25,000	-94.8%
Fixed Costs			
05-610-980 Debt Service-Principal	\$ 95,000	\$ 95,000	0.0%
05-610-981 Debt Service-Interest	39,710	32,490	-18.2%
05-620-400 Property/Liability Insurance	12,000	12,000	0.0%
05-620-500 Unemployment Insurance	50	50	0.0%
05-640-210 Section 125 Benefits	39,916	45,442	13.8%
05-640-220 FICA	16,864	19,000	12.7%
05-640-230 Retirement	8,770	12,515	42.7%
05-640-260 Workers Compensation	2,500	1,877	-24.9%
05-645-219 Compensation Adjustment	-	2,500	-
Total Fixed Costs	\$ 214,811	\$ 220,874	2.8%
Capital Costs			
05-720-740 Capital Reserve Eqpt. Purch.	\$ -	\$ 21,836	-
05-740-740 Capital Outlay-Plant Upgrades	-	4,705,000	-
Total Capital Costs	\$ -	\$ 4,726,836	-
Total Non-Personnel	\$ 1,211,742	\$ 5,626,188	364.3%

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Activity Totals			
Plant Operation	\$ 964,261	\$ 1,089,631	13.0%
Outside Projects	485,000	25,000	-94.8%
Fixed Costs	214,811	220,874	2.8%
Capital Costs	-	4,726,836	-
Total Expenditures - Sewer Fund	\$ 1,664,071	\$ 6,062,341	264.3%
Net Expenditures - Sewer Fund	\$ -	\$ -	-

Parking

Revenues

Enforcement, Peripheral Parking and Transportation

07-093-310	Metered Parking	\$	380,000	\$	445,000	17.1%
07-093-311	Temporary Meter Rental		4,000		5,000	25.0%
07-093-320	Parking Fines		330,809		330,000	-0.2%
07-093-330	Permit Parking		80,000		80,000	0.0%
07-093-350	Free Fare Zone Reimbursements		81,503		63,303	-22.3%
07-093-351	Parking Deficit Fee		86,000		-	-100.0%
07-097-720	Insurance Dividends		-		1,000	-
07-097-760	Fund Balance Used		-		148,280	-
Enforcement, Per Pk and Transp Revenue		\$	962,312	\$	1,072,583	11.5%

Parking Facility

07-091-105	Taxes	\$	64,921	\$	-	-100.0%
07-091-106	Tax Increment Financing District Tax		85,000		85,000	0.0%
07-093-309	Short Term Parking Fees		81,500		117,500	44.2%
07-093-331	Permit Parking		140,820		140,000	-0.6%
07-093-352	Facility SLS Payment		75,000		103,020	37.4%
Parking Facility Revenue		\$	447,241	\$	445,520	-0.4%
Total Revenues		\$	1,409,553	\$	1,518,103	7.7%

Expenditures

Personnel Costs

07-110-110	Enforcement-Full Time	\$	131,237	\$	137,997	5.2%
07-110-115	Enforcement-Part Time		2,704		2,884	6.6%
07-110-125	Enforcement-Temp Super		300		500	66.7%
07-110-140	Enforcement-Overtime		5,000		5,000	0.0%
07-310-110	Facility-Full Time		53,714		56,780	5.7%
07-310-115	Facility-Part Time		13,875		23,921	72.4%
07-310-140	Facility-Overtime		5,500		5,500	0.0%
Total Personnel		\$	212,330	\$	232,581	9.5%

Enforcement

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>		<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
07-110-300	Professional Services	\$ 1,100	\$ 2,300	109.1%
07-110-410	Electricity	4,700	4,000	-14.9%
07-110-430	Repair and Maintenance	1,000	1,000	0.0%
07-110-431	Computer Repair	500	500	0.0%
07-110-440	Lot Rentals	64,948	51,360	-20.9%
07-110-490	Contracted Services	6,708	6,908	3.0%
07-110-500	Other Purchased Services	3,435	3,435	0.0%
07-110-600	Supplies and Materials	26,666	19,027	-28.6%
07-110-740	Operational Equipment	10,863	11,305	4.1%
07-110-800	Auto/Education	250	800	220.0%
07-110-905	Charges from Other Depts	190,660	201,998	5.9%
07-110-960	Capital Reserve	2,660	2,660	0.0%
Total Enforcement		\$ 313,491	\$ 305,292	-2.6%
Peripheral Parking and Transportation				
07-210-490	Shuttle Service Contract	\$ 200,177	\$ 200,177	0.0%
07-210-496	Thompson Lot Rental	32,800	10,250	-68.8%
07-210-900	Charges from Administration	75,367	94,607	25.5%
Total Peripheral Parking/Transport		\$ 308,344	\$ 305,034	-1.1%
Parking Facility				
07-310-300	Telephone	\$ 1,080	\$ 1,080	0.0%
07-310-410	Utilities	19,350	19,350	0.0%
07-310-430	Repairs and Maintenance	18,000	12,000	-33.3%
07-310-440	Rentals	48,000	41,208	-14.2%
07-310-490	Property Services	3,200	17,759	455.0%
07-310-600	Other Purchased Services	3,000	3,000	0.0%
07-310-600	Supplies and Materials	3,500	3,500	0.0%
07-310-730	Facility Improvements	50,000	50,000	0.0%
Total Parking Facility		\$ 146,130	\$ 147,897	1.2%
Fixed Costs				
07-610-980	Debt Service-Principal	\$ 100,000	\$ 105,000	5.0%
07-610-981	Debt Service-Interest	227,968	223,968	-1.8%
07-620-400	Property/Liability Insurance	8,099	8,099	0.0%
07-640-210	Section 125 Benefits	67,036	75,631	12.8%
07-640-220	FICA	15,251	15,937	4.5%
07-640-230	Retirement	8,656	9,962	15.1%
07-640-260	Workers Compensation	2,250	2,408	7.0%
07-645-219	Compensation Adjustment	-	5,000	-
Total Fixed Costs		\$ 429,260	\$ 446,005	3.9%
Capital Costs				

Town of Hanover

Budget Detail FY 2003-2004

<u>Account #</u>	<u>FY 2003</u> <u>Budget</u>	<u>FY 2004</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
07-720-741 Parking Lot Paving	\$ -	\$ 61,293	-
07-721-740 School Street Property	-	20,000	-
Total Capital Costs	\$ -	\$ 81,293	-
Total Non-Personnel	\$ 1,197,224	\$ 1,285,522	7.4%
Activity Totals			
Enforcement	\$ 452,732	\$ 451,673	-0.2%
Peripheral Parking and Transportation	308,344	305,034	-1.1%
Parking Facility	219,219	234,098	6.8%
Fixed Costs	429,260	446,005	3.9%
Capital Costs	-	81,293	-
Total Expenditures - Parking Fund	\$ 1,409,553	\$ 1,518,103	7.7%
Net Expenditures - Parking Fund	\$ -	\$ -	-
 Special Revenue Funds Total Expenditures	 \$ 5,472,667	 \$ 10,013,828	 83.0%
Special Revenue Funds Net	\$ -	\$ -	-

Town of Hanover Statement of General Indebtedness FY 2002-03
(Projected Actuals) - Balances include Principal plus Interest

			Projected FY2002-03 Debt Service Payments	Projected FY2002-03 Debt Service Incurred	Projected Balance Due @ 6/30/2003
	Matures	Balance Due @ 7/1/2002			
General Fund					
1986 Police/Municipal Building Bond	7/1/07	\$ 598,420	\$ (116,080)	\$ -	\$ 482,340
2000 Copier Lease - Town Hall	3/1/04	6,853	(4,111)	-	2,742
2001 Wheel Balancer, Tire Changer	1/1/05	7,843	(3,137)	-	4,706
2001 Copier Lease - Planning and Zoning	5/1/05	6,650	(2,280)	-	4,370
2001 Copier Lease - Police Department	12/1/05	12,138	(3,468)	-	8,670
2002 Howe Library Phone System	8/1/04	7,703	(3,341)	-	4,362
2002 Police Dispatch Console Bond	2/1/12	199,803	(27,728)	-	172,075
2003 Vehicles for Water Company (*)	9/1/05	-	(14,383)	57,532	43,149
2003 Digital Recorder for Emergency Dispatch	10/1/07	-	(2,509)	18,814	16,306
2003 Community Center Bond	2/1/12	-	-	2,217,170	2,217,170
Total General Fund		\$ 839,410	\$ (177,037)	\$ 2,293,516	\$ 2,955,890
Waste Water Treatment Plant Fund					
1986 Treatment Plant Bond - (State Water Pollution Aid received to apply against debt service)	7/15/07	699,960	(141,859)	-	558,101
Parking Fund					
1999 Parking Facility Bond	1/15/29	8,825,128	(326,768)	-	8,498,360
Total All Funds		\$ 10,364,498	\$ (645,664)	\$ 2,293,516	\$ 12,012,351

Note (+): All balances include interest due on debt.

Note (*): Vehicle and leasing costs billed to Water Company.

Town of Hanover Special Fund Balances

Name of Fund	Balance @ 7/1/2001	Deposits	Withdrawals	Balance @ 6/30/2002
Conservation Commission Fund	\$ 378,977	\$ 36.602	\$ (26,350)	\$ 389,230
Disability Insurance Reserve Fund	35,148	-	-	35,148
Etna Fire Truck Fund	691	-	-	691
Fire Equipment Restoration Fund	299	-	-	299
Town Self-Insurance Reserve Fund	28,551	-	-	28,551
Wicker Family Foundation Fund	1,677	-	-	1,677
Total Special Funds	\$ 445,343	\$ 36.602	\$ (26,350)	\$ 455,596

Town of Hanover Trust Funds

	Restated 7/1/2001 Balance	Prior Period Adjustment (Note 1 Below)	Income	Realized Gain/(Loss)	Deposits	Withdrawals	6/30/2002 Balance (Book Value)
Common Trust Funds							
Cemeteries	\$ 132,965	\$ (12,904)	\$ 3,030	\$ (5,745)	\$ -	\$ (8,135)	\$ 109,211
Library	2,096	(256)	60	(91)	-	(162)	1,647
Poor	322	(39)	9	(14)	-	(25)	253
Schools	10,725	(1,311)	308	(463)	-	-	9,259
Subtotal Common Trust Funds	\$ 146,108	\$ (14,510)	\$ 3,407	\$ (6,313)	\$ -	\$ (8,322)	\$ 120,370
Capital Reserve Funds							
Ambulance Equipment	\$ 84,668	\$ -	\$ 2,767	\$ -	\$ 24,500	\$ -	\$ 111,935
Fire Equipment	416,253	-	15,926	-	70,000	(235,698)	266,481
Highway Equipment	188,182	-	9,819	-	306,106	(170,370)	333,737
Howe Library Reserve	58,299	-	2,451	-	-	(38,712)	22,038
North College St. Reconstruction	-	-	-	-	91,140	-	91,140
Parking Fund Reserve	13,737	-	509	-	52,660	-	66,906
Police Equipment Reserve	58,849	-	637	-	45,000	-	104,486
Sewer Equipment and Plant Reserve	1,031,421	-	48,476	-	103,003	(54,246)	1,128,654
Sidewalk Reserve	109,664	-	6,495	-	19,000	(135,159)	-
Subtotal Capital Reserve Funds	\$ 1,961,073	\$ -	\$ 87,081	\$ -	\$ 711,409	\$ (634,185)	\$ 2,125,378
Restricted Purpose Funds							
Bridgman Trust Fund (*)	\$ 1,069,223	\$ -	\$ 39,994	\$ (21,910)	\$ -	\$ (60,000)	\$ 1,027,307
Bruce Essay Prize (+)	1,612	(197)	46	(70)	-	(176)	1,215
Dagmar's Place	-	-	343	(461)	10,665	-	10,547
Educationally Handicapped (*)	126,044	(16,138)	4,596	(6,526)	25,000	(10,600)	122,376
Etna Library Expendable Trust	-	-	3	-	3,518	-	3,521
Fierro Fire Dept. Memorial	4,795	(314)	74	(207)	-	-	4,348
George Ryder Post Veterans' Fund	967	6	34	(48)	-	-	959
Hardy Trust for Etna Library	24,294	(799)	188	(1,050)	-	-	22,633
Jeremiah Ice Hockey (+)	3,265	(399)	94	(141)	-	(357)	2,462
Justine Griffith Trust	44,784	(4,667)	89	(206)	-	(40,000)	-
Land & Capital Improvements Fund	428,479	(56,386)	9,397	(13,356)	121,770	(241,107)	248,797
R.W. Black Community & Sr. Ctr.	-	-	6,242	-	1,094,952	-	1,101,193
Rennie Nursing Service	26,694	(1,648)	387	(1,153)	-	-	24,280
Sand and Gravel	5,971	837	25	(299)	-	-	6,534
Savvyer Trust	13,281	(1,623)	381	(574)	-	-	11,465
School Bldg. Mtce. Fund (*)	-	-	175	-	10,000	-	10,175
Stockbridge Fund	15,257	(744)	175	(659)	-	-	14,029
Termination Benefits	92,685	(9,940)	2,334	(4,004)	-	-	81,075
Subtotal Restricted Purpose Funds	\$ 1,857,351	\$ (92,012)	\$ 64,577	\$ (50,664)	\$ 1,265,904	\$ (352,240)	\$ 2,692,916
Grand Total Trust Funds							
	\$ 3,964,532	\$ (106,522)	\$ 155,065	\$ (56,977)	\$ 1,977,313	\$ (994,748)	\$ 4,938,663

*Hanover School District Funds, +Dresden School District Funds

Note 1 Due to the impact of State reporting requirements relating to the termination and subsequent funds transfer from the terminated Land Acquisition & Capital Improvements Fund and the Capital Improvements from Land Sale Fund (as authorized at May 1999 Town Meeting), a negative Principal Book Value for these two funds had been reflected on the Trustees reporting as of June 30, 2001. This loss in investment portfolio value was allocated to the funds remaining in the investment pool and is highlighted as a Prior Period Adjustment. The Trustees are working with the State to insure that the termination of these two funds has been processed appropriately.

Town Treasurer

The Treasurer of the Town of Hanover for the fiscal year ending June 30, 2002 submits the following summary report of receipts and disbursements, and cash and cash equivalents:

Cash Balance at July 1, 2001	<\$113,937>
Plus: FY2001-02 Receipts from All Sources	\$67,553,261
Less: FY2001-02 Selectmen's Orders Paid	<u><\$65,026,675></u>
Cash Balance at June 30, 2002	<u>\$ 2,412,649</u>
Petty Cash Balance at June 30, 2002	<u>\$980</u>
Investments Balance at June 30, 2002	<u>\$6,567,836</u>

Respectfully Submitted,

Michael J. Ahern, Treasurer

Finance Committee

At its meeting on 3/18/03, the Hanover Finance Committee voted 6 to 0 to support the Hanover Town Budget as adopted by the Board of Selectmen.

The Finance Committee met with the Town Manager and the Director of Administrative Services on 2/24/03 to learn about the guidelines that were set by the Board for the FY 2003-2004 budget. The Town Manager was asked by the Board to develop a budget that would not increase the General Fund tax rate by more than 2.5%. It was an approximate target based on the January 2003 CPI. While a 2.5% increase was the goal, the Board retained the discretion to modify the budget during the review process.

During the budget review process, the Board did in fact approve several additional expenditures that increased the proposed budget. The Select Board changes will increase the General Fund tax rate by an extra .36%. This will bring the total increase in the General Fund tax rate to 2.86%. These additional projects include \$26,000 to construct a parking lot for the new Grasse Road baseball field as well as \$33,000 to rebuild a bridge on Ruddsboro Road.

There are a number of increased expenditures that are impacting the FY 2003-2004 budget. Health insurance premiums for Town employees are projected to grow 25.1% or

\$111,644. A significant increase mandated by the State in the Town's contribution to the New Hampshire State Retirement System will require the Town to spend \$74,613 more than last year's contribution.

The new Richard W. Black Community Center that was approved at last year's Town Meeting is almost ready for occupancy and will bring additional operating expenses. Since it is much larger than the two buildings it will replace, increased costs for utilities, cleaning, insurance and one full time staff member will total \$32,312.

All told, the FY 2003-2004 budget reflects increased spending amounting to \$576,494 or 7% over the FY 2002-2003 budget.

In recent years, the Town has concentrated its resources on one or two major capital improvement projects per budget year. Last year's project was the new Community Center. This year the Town faces a required major upgrade to the Wastewater Treatment Plant that is budgeted to cost \$4,705,000. This is expected to be financed through \$3,000,000 borrowed from the State Revolving Fund, a \$206,000 withdrawal from the Sewer Fund undesignated fund balance, a transfer of \$886,392 from the Sewer Fund capital reserve fund, and the remaining \$612,608 will be funded by other grant programs (including lump sum payments from Dartmouth College and Dartmouth Hitchcock Memorial Hospital). These added costs will be paid through increased sewer fees and are not included in the General Fund tax rate.

As in previous years, the Town has been able to absorb increased costs because Town revenues have also been increasing. The Town is projecting increases in user fees as well as another significant increase in the Town's tax base created by the construction of new and renovated properties. These new or renovated properties bring additional tax revenues and help provide the buffer that keeps tax rate increases below the level of spending increases. Due to this revenue growth, the General Fund tax rate increase can be held to 2.86% despite a 7% increase in spending.

Over the years, the Town of Hanover has developed a superior level of service and infrastructure. Services such as our police, fire, ambulance, public works, wastewater, library and recreation are well funded and provide exceptional services to the residents of Hanover and the Upper Valley. This budget maintains and in some cases (wastewater and recreation) significantly enhances those services.

The Finance Committee wishes to thank the Board of Selectmen, Town Manager Julia Griffin and Director of Administrative Services Betsy McClain for their hard work and dedication in developing a budget that is prudent and responsible.

Bob Shaughnessy, Chair
Hanover Finance Committee

Chapter 3

Town Department Reports

Administrative Services Department

The Administrative Services Department consists of Revenue Collections (Tax and Town Clerk operations), Finance and Accounting, and Management Information Systems. These three functions continue to be staffed with seven full-time employees and to provide front-line customer service, administrative support for the Town, and outside agency support. During the current fiscal year, the Town Clerk & Tax Collector position was promoted to be among the department heads reporting to the Town Manager. This promotion recognizes the critical nature of the issues handled by this office.

Revenue Collections: Tax Collections are the largest portion of the revenue collected to fund the Town's annual operating budget. In the current FY2002-2003 fiscal year, 56.88% of expenditures of the tax-supported funds (the General Fund, Fire Fund, and Parking Fund) will be funded from property taxes. The projected ratio for FY2003-2004 is 56.22%, remaining substantially the same. Over the past several years, there has been a trend to rely less on property tax revenues through increases in certain user fees for activities that are not justifiably passed on to the general taxpayer. On the Town Clerk front, motor vehicle registrations continue to provide the largest share of non-tax revenues earned by the Town, making up roughly 13% of the total general fund revenues. The number of vehicles registered locally increased by nearly 3% to 7,422 (from 7,212) for the 2001-2002 fiscal year. The Report of the Town Clerk and Tax Collector plus related reports follow.

Finance and Accounting: The three-person finance team handles the Accounts Payable, Payroll, Accounts Receivable and general financial reporting duties for the Town. In addition, the Department provides staff support to the Trustees of Trust Funds and the Finance Committee, and coordinates the Town's risk management program. Several significant projects are on the near horizon to continue to improve the level of service provided to Town departments, Hanover residents, and other agencies. These projects include the implementation of a new financial accounting system to provide distributed access to financial information and the introduction of a purchasing card program to reduce the number of small dollar Accounts Payable items.

Management Information Systems: By centralizing computer support under a full-time MIS Director, the Town continues to realize increased efficiency and enhanced information technology support. Over the past year, all departments have been brought on to the Town's wide area network. A single data network facilitates the sharing of data and certain productivity applications between the several offices around Town. Implementation of hardware and software standards has further allowed for improved maintenance and repair response, lower overall costs, and more satisfied users.

Staff: Sallie Johnson, Town Clerk/Tax Collector; Phyllis Lemay, Accounts Payable and Accounts Receivable Technician; Vicky McAlister, Deputy Town Clerk; Betsy McClain, Director of Administrative Services; Liz Meade, Deputy Tax Collector; Madalyn Sprague, Payroll and Accounting Technician; Corey Stevens, Director of Management Information Systems

Town Clerk and Tax Collector

Elections kept us very busy in the Town Clerk's office during this last year. More voters than usual came out for the Annual Town Meeting Elections due to a high degree of interest in the zoning amendments. After the meeting, a request for recount of one of the amendments was received—the recount was done but the result did not change.

In the fall of 2002 the voters came out again in higher numbers than usual for the State Primary on September 10. Then on October 29 the Town held a Special Town Meeting on the Hanover/Dartmouth College/Dresden School District agreement. A week later we all rallied for the General Election on November 5. At this election we had a total of 3,965 voters at the polls—including 876 same day registrants. It was a day that we won't soon forget! "Hats off" to our new Moderator, Willy Black, who started her new career with the Special Town Meeting and managed to keep her wits about her at the General Election.

I also would like to express my gratitude to our Supervisors of the Checklist for all their hard work this past year. We had a change in their membership mid-year--Fay Sorenson moved from Hanover so we regretfully accepted her resignation and bid her a sad farewell. Luckily for us, Lee Udy agreed to return as Supervisor to replace Fay so we hardly missed a beat.

On the Tax side of our office, the collection of taxes ran very smoothly using our new tax software. Our billing process is more efficient and less time-consuming because there is now an electronic transfer of the assessment data, and less costly because of our use of laser printed bills.

The 2003 property tax year will be a challenging one for the Town with an increase in the amount Hanover will send to the State as a donor town and the town-wide revaluation. Although the tax office is not directly involved with the revaluation, we will assist taxpayers in whatever way possible.

The Town of Hanover is very fortunate to have Vicky McAlister and Liz Meade "manning the desks" in our office. They are both highly proficient in the many tasks we perform--processing motor vehicle/boat registrations, issuing certified copies of vital records, registering voters, selling landfill tickets, issuing dog licenses, and collecting property tax and sewer payments. We strive to provide the highest level of professional, friendly customer service.

Respectfully Submitted,

Sallie B Johnson

Town Clerk & Tax Collector

Tax Collector's Report

June 30, 2002

**Uncollected Beg. Of Year and
Committed in 2001 and 2002:**

	<u>2002</u>	<u>Prior Years</u>	<u>Total</u>
Property Tax	\$ 11,233,720	\$ 16,902,227	\$ 28,135,947
Yield Tax	8,082	2,672	10,754
Land Use Tax	80,400	114,700	195,100
Sewer Rents	879,598	26,077	905,675
Tax Increment District	74,241	140,847	215,088
Interest	10	29,490	29,500
Overpayments	31,427	6,047	37,474
Totals	\$ 12,307,478	\$ 17,222,060	\$ 29,529,538

**Remittance to
Treasurer:**

Property Tax	\$ 5,975,048	\$ 16,845,503	\$ 22,820,551
Yield Tax	8,082	1,633	9,715
Land Use Tax	80,400	114,700	195,100
Sewer Rents	847,028	24,798	871,826
Tax Increment District	-	140,847	140,847
Interest	10	25,678	25,688
Overpayments	31,427	6,047	37,474
Totals	\$ 6,941,995	\$ 17,159,206	\$ 24,101,201

Abatements:

Property Tax	\$ 825	\$ 50	\$ 875
Land Use Change Tax	-	1,039	1,039
Sewer Rents	1,454	386	1,840
Tax Increment District	-	-	-
Totals	\$ 2,279	\$ 1,475	\$ 3,754

Conversion to Lien:	\$ -	\$ 61,379	\$ 61,379
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Uncollected:

Property Tax	\$ 5,257,846	\$ -	\$ 5,257,846
Yield Tax	-	-	-
Land Use Tax	-	-	-
Sewer Rents	31,117	-	31,117
Tax Increment District	74,241	-	74,241
Totals	\$ 5,363,204	\$ -	\$ 5,363,204

Totals	\$ 12,307,478	\$ 17,222,060	\$ 29,529,538
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Ten Largest Taxpayers 2002

Dartmouth College	\$3,307,800
Kendal at Hanover	1,085,196
Hypertherm Inc.	192,559
Hanover Water Works	178,703
Raven Bay Associates, LLC	171,027
Byrne, Dorothy	163,436
Sheridan Group Inc.	154,030
Granite State Electric Co.	144,016
Terrace Communities Hanover, LLC	130,544
BaySon Company	120,231

Summary of Tax Lien Accounts June 30, 2002

	<u>2002</u>	<u>Prior Years</u>
Taxes Liened to Town During Current Year	\$ 61,379	\$ -
Balance of Unredeemed Taxes	-	63,484
Interest and Costs After Lien	129	10,873
Overpayments	-	-
	<hr/>	<hr/>
Totals	<u>\$ 61,508</u>	<u>\$ 74,357</u>

Remittance to Treasurer:

Redemptions	\$ 15,819	\$ 53,348
Interest and Costs Collected After Lien	129	10,873
Abatements	-	-
Liens Deeded to Municipality	-	-
Unredeemed Liens At End of Year	45,560	10,136
Overpayments	-	-
	<hr/>	<hr/>
Totals	<u>\$ 61,508</u>	<u>\$ 74,357</u>

Town Clerk's Receipts

	July 1, 2001 – <u>June 30, 2002</u>	July 1, 2002 – <u>December 31, 2002</u>
Auto Registrations	\$ 1,158,801.53	\$ 553,491.10
Auto Reg.-Transportation Fee	35,360.00	16,145.00
Boat Registrations	1,212.52	417.44
Vendor Permits	2,073.00	510.00
Town Clerk Fees	12,917.88	6,845.80
Dog Licenses-Town Portion	3,670.50	606.00
Dog Fines	875.00	775.00
Landfill Tickets	22,836.00	13,012.50
Extra Recycling Bins	275.00	145.00
Postage Fees	24.90	-
Photocopy Fees	-	-
Miscellaneous Fees	1,170.69	323.11
Hanover Housing-Rent	74,440.20	36,258.00
Hanover Housing-Cable	1,891.75	1,001.00
Due to State-Boat Reg. Fees	2,792.00	593.00
Due to State-Dog Licenses	457.00	59.00
Due to State-Dog \$2.00 Fee	1,598.00	232.00
Due to State-Hunting & Fishing	151.75	- *
Due to State-Marriage Licenses	2,546.00	1,368.00
Due to State-Vital Records Fees	13,823.00	6,731.00
Total Remitted to Treasurer	<u>\$ 1,336,916.72</u>	<u>\$ 638,512.95</u>

*The Town discontinued issuing hunting and fishing licenses on 8/1/01.

Dog License Information

You must provide proof of current rabies and proof of neutering or spaying. License your dog(s) by May 31 to avoid \$1.00 per month late charges.

License Fees: Male or Female	\$ 9.00
Altered Male or Female; Puppies	6.50
Senior Citizen Owner	2.00 (for 1 st dog)

If you are a dog owner, you will receive a reminder in the mail that your dog(s) needs to be licensed.

Vehicle Registration Information

Vehicle owners must begin the registration of their vehicles at the Town Clerk's office. To re-register, owners may use the mail-in procedure or come into the Municipal Office. Renewals, decals, transfers and plates are available.

Dredge and Fill Applications

Those operating in or near wetlands or waterways shall file a Dredge and Fill application at the Town Clerk's office before beginning work (RSA 483-A). Fines may be assessed for non-compliance.

Other Services

Boat licenses and vendor permits are available at the Town Clerk's office. We provide notary services for a \$2.00 per signature fee, and certified copies of vital records are available for a \$12.00 fee (must request in person or in writing with adequate information and authorization). Trail maps and Hanover town maps are available as well.

Voter Registration

Every resident of Hanover who has a fixed and permanent domicile in the town, who is a citizen of the United States, and who is 18 years of age may register to vote in the town. A resident is someone who has a domicile in the town on a continuing basis for a significant portion of each year. A person can have only one domicile for the purpose of voting.

Voter Registration Card: Information that must be provided includes name, address (mailing and legal residence), place and date of birth and proof of citizenship. Filling out the voter registration card and signing it involves a solemn oath that the information is true.

Party Affiliation: No one is required to list a party affiliation, but in New Hampshire one may register as a Democrat or Republican. Listing oneself as undeclared means that one has no party preference; there is no "independent" party. In primary elections an undeclared voter may request any party's ballot at the polls and will be listed on the checklist in the future as affiliated with that party. A voter who wishes to return to undeclared status after voting may do so at the place of polling by filling out a card and giving it to a Supervisor of the Checklist, however, change of party affiliation from one party to another may be done no sooner than the day after election.

Rights and Responsibilities: If the qualifications to vote are met, the Supervisors of the Checklist will add the applicant to the voter checklist. As a registered voter of Hanover, New

Hampshire, one has the right to vote at any meeting or election held within the town. One also shares in all the responsibilities of being a citizen of the town and state.

Where to Register: Individuals may register to vote at the Town Office on Main Street with office hours Monday - Friday from 8:30 am to 4:30 pm. Applications may be made at any time of the year (except 10 days prior to any election). There are also special registration sessions on Saturday mornings and evening hours on certain dates just prior to an election. These dates are published in the *Valley News* and posted on the bulletin board at the door of the Town Office. You may also register at the Polls on Election Days.

Supervisors of the Checklist

Duties of the Supervisors: The Supervisors of the Checklist are elected and given the responsibility of registering the voters of Hanover and maintaining the checklist that is used at all elections. They serve in that capacity for the Town of Hanover, the Hanover School District, and the Hanover voters in the Dresden School District.

Elections: In 2002 there were five elections during which the Supervisors were present as directed by New Hampshire law. The number of registered voters on the checklist on May 14 for the Hanover Town Meeting was 5,395 with 1,485 voting.

Registered Voters: The number of registered voters was similar for the Dresden vote in March, the state primary in September, the special town meeting in October, and the general election in November. The distinctive characteristic of the November election was the extremely large number of persons who registered to vote at the polls. Although this is allowed by law, it is very difficult to effectively serve the public when 876 people line up to register to vote while almost 4,000 are voting. It is quite generally felt that some new procedures must be put in place before another large election.

Assessing Department

The Assessing Department is responsible for maintaining the Town's property assessment records and providing the taxpayers of Hanover with a cost effective property tax system that is both fair and equitable. Information on the assessment of property, the abatement process, and exemptions is available on the Town's website at www.hanovernh.org or at the Assessing Office on the first floor of Town Hall.

Local Real Estate Market: The local real estate market continues to strengthen and appreciation is a factor in the market. Demand for residential homes and vacant developable land is high and sale prices have increased accordingly. The commercial, institutional, and industrial market is healthy and continues to show steady growth.

Average Assessment: The State Equalization rate for tax year 2002 is 59%—which means the average assessment in Hanover is at 59% of market value as of April 1, 2002. The equalization rate for tax year 2001 was 70%; the difference between the two years is attributable to appreciation.

Property Revaluation Program: In an effort to improve the accuracy and equity of all assessments, the Assessing Department is in the process of completing a town-wide property revaluation program. The department is in the sales analysis and final review phase of the program. Assessments on average are expected to increase between 50% and 70% over current levels. Each taxpayer will receive notice of their new assessment(s) in the summer of 2003 along with information pertaining to taxpayer hearings. The new assessments will become effective with the fall 2003 tax bill. This program is the first step in the development and maintenance of a comprehensive property tax system for the Town of Hanover.

Tax Year 2002 Summary of Assessments

Land		
Current Use (19857 Acres)	\$	1,176,500
Conservation Restriction		9,600
Residential		219,845,800
Commercial/Industrial		<u>44,618,200</u>
Total Taxable Land	\$	265,650,100
Buildings		
Residential	\$	446,225,300
Commercial/Industrial		<u>118,477,600</u>
Total Taxable Building	\$	564,702,900
Public Utilities		
Water	\$	8,331,300
Electric		<u>8,925,500</u>
Total Taxable Public Utilities	\$	<u>17,256,800</u>
Total	\$	847,609,800

Staff: Michael J. Ryan, Director of Assessing; Sue Romano, Financial & Information Analyst.

Community Counselor

The Community Counselor is a social worker serving the Town of Hanover and the Dresden School District. The Community Counselor's office, currently located on the second floor of the Hanover Senior Center at 42 Lebanon Street, will move to the new Black Community Center when it is completed this spring.

Services Provided: In fiscal year 2001-02, responded to 116 clients of which 28 were children, adolescents, and/or their families, 58 were community residents, 9 applied for general assistance (Town Welfare), and 31 participated in the Hanover Alcohol Diversion Program.

Services provided July 1 to December 30, 2002: 85 clients

School/ families:	17
Town:	28
General Assistance:	4
Alcohol Diversion:	37

General Assistance (Welfare): In fiscal year 2001-02, the Town spent \$4,383 to assist 8 people (2 families, 3 couples, and 3 individuals; of the 9 cases, 5 presented as homeless. From July 1, to December 31, 2002 the Town spent \$833 to assist 4 people (1 family, and 3 individuals, 2 of whom were homeless).

Hanover Alcohol Diversion Program: This program provides an educational alternative to court for persons arrested for possession of alcohol. In fiscal year 2001-02, 31 individuals ages 16-20 participated in the program.

Senior Citizens: Responded to the needs of older residents living in the community and at Summer Park Residences, Hanover's subsidized housing for senior citizens and for persons with disabilities, which is now managed for the Town by the Lebanon Housing Authority. The Community Counselor and the Lebanon Housing representative work collaboratively in maintaining the standards and care of Summer Park.

Committees and Other Activities: Ongoing committees include the Community Substance Abuse Advisory Committee (CSAAC), the Senior Citizens Steering Committee, Hanover High School Pupil Services Committee, Common Ground (high school advisory system) Steering Committee, Hanover High School Captains Council, Alliance of School and Parents (steering committee).

The Town also helps support the Dresden Student Assistance Counselor. A certified substance abuse specialist, the counselor works 3 days for the Dresden School District. In 2001-02 the counselor ran 14 peer support groups for a total of 98 Hanover High School students and responded to referrals from students, staff, and parents.

Staff: Dena Romero

Etna Library

The Hanover Town Library, also known as the Etna Library, provides a wide range of materials for adults, young adults, and children in a charming historic building. The library provides current fiction and nonfiction, classics and recorded books. In addition, a rotating collection of videos and unabridged recorded books is provided through the library's participation in the Librarians of the Upper Valley Cooperative. All of the Library's materials are included on the online catalog shared with Howe Library.

- Circulation of materials at the Etna Library increased from 6575 items in the Jan-Dec 2000 year to 7116 items in 2002, an eight percent increase in items checked out. Circulation of adult materials has increased 28 percent. Over the same period, patron visits have increased fifty-two percent, from 2440 patron visits to 3713 patrons visiting the library. Program attendance has increased 74 percent from 747 patrons attending programs in 2000 to 1300 attending in 2002.

In keeping with the goals of its Long Range Plan, Etna Library maintains a focus on programs for adults and children. Adult library programs include a monthly adult reading group and the Mud Season Reading Program, both run by Leslie Connolly. The 2002 Mud Season Reading Program featured an evening with poet Cleopatra Mathis, author of *What to Pay the Boatman* and *Center for Cold Weather*.

Programs for young children are held weekly at the Etna Library. Children under three years are introduced to books, rhymes and crafts in *Hands on Books* on Fridays at 9:30. Children three to six years old participate in *Stories and Art* on Tuesdays at 10:30.

The 2002 summer reading program for children included weekly *Stories and Art* programs for the whole family. Also during Summer 2002, Etna Library provided a series of Community Picnics for patrons of all ages. The season began with the annual *Community Picnic/Booksale*. Additional picnics included the programs *A Close-up Look at Birds of the Upper Valley* with Bill Shepard, *Draw-A-Tale* with Nilda Gomez, *Where Do Rocks Come From?* with Ron Geason, and *Raising Sheep* with Lise Richardson.

Patrons have enjoyed viewing an ongoing display of beautiful handiwork of local artists at Etna Library. This display has been made possible by a fiber arts rack installed by Richard Ridgeway. Items on display will include quilts, weavings and hooked rugs.

The library is strongly supported by a dedicated group of about 25 volunteers. In addition to staffing the library on Saturday mornings, volunteers organize the Mud Season Reading Program for adults, run the annual June picnic/book sale and help in numerous ways to maintain the library's historic presence in the community.

	<u>7/1/99-</u> <u>12/31/99</u>	<u>1/1/00-</u> <u>6/30/00</u>	<u>7/1/00-</u> <u>12/31/00</u>	<u>1/1/01-</u> <u>6/30/01</u>	<u>7/1/01-</u> <u>12/31/01</u>	<u>1/1/02-</u> <u>6/30/02</u>	<u>7/1/02-</u> <u>12/31/02</u>
Circulation	3202	3267	3308	2938	2905	3390	3726
Adult	1250	1197	1232	1252	1400	1492	1606
Juvenile	1952	2070	2076	1686	1505	1898	2120
Patrons visits	1540	1184	1256	1339	1420	1824	1889
Adults	903	684	710	782	868	1023	1088
Children	637	500	546	557	571	828	801
Library programs	33	34	33	35	41	60	51
Program attendance	379	351	396	313	434	664	636
Volunteer hours	48	40	48	62	50	67	54

	<u>12/31/99</u>	<u>6/30/00</u>	<u>12/31/00</u>	<u>6/30/01</u>	<u>12/31/01</u>	<u>6/30/02</u>	<u>12/31/02</u>
Holdings	6423	6651	6873	6991	7348	7650	7521
Registered patrons	156	----	177	----	196	211	217
Hours open, weekly	20	20	20	20	20	20	20

Library Hours: Mondays and Thursdays from 2:00 pm to 7:00 pm; Tuesdays and Fridays from 10:00 am to 2:00 pm; Saturdays from 10:00 am to noon. Closed Wednesdays and Sundays.

Staff: Barbara Prince, Librarian; Geraldine North, Library Assistant

Fire Services

	<u>FY'01</u>	<u>FY'02</u>
Structure Fires	21	25
Vehicle Fires	3	3
Brush Fires	2	4
Trash/Dumpster	3	3
Spills or Leaks	15	11
Electrical Problems	24	22
Water Evacuations	11	4
Smoke Removal	44	34
Smoke Odor	20	7
Malicious False Alarms	13	14
Mutual Aid Provided	5	5

Alarm Malfunctions	188	180
Unintentional Alarms	179	192
Other*	145	175
Total	673	679

*Includes: Salvage, Police Assistance, Steam Leaks, Elevator Malfunctions, Service Calls, Rescue Calls, Extrication

Emergency Medical Services

	<u>FY'01</u>	<u>FY'02</u>
Private	377	398
Lyme	68	48
Norwich	81	82
Kendal	40	27
Dartmouth	84	81
Wheelock/Terrace	35	75
Total	685	711

The Fire Department is staffed with both paid and volunteer (call) personnel. The success of the department is contingent upon a reliable volunteer force to augment the paid force. Over time, our volunteer force has diminished through attrition. We are in need of several men and women who are interested in dedicating time and energy to serving the community. Please contact Chief Bradley for further information.

Department Staff: Full-time: 17 Call Members: 16

Roger Bradley, Fire Chief; Christopher Broderick, Michael Clark, Jeryl Frankenfield and Michael Hinsley, Fire Captains; Judy Stevens, Administrative Assistant; James Belanger, Timothy Bent, David Goodrich, David Hautaniemi, Dan Lang, Robert Mousley, Jeremy Thibeault; Firefighter/EMTs; Michael Gilbert, Michael Hanchett, Bertram Hennessy, Richard Low, Firefighter/Paramedics.

Fire Department

The Fire Department's creed is to "protect life and property." Utilizing the resources that we have, we were successful in keeping the property loss to a minimum.

Fire Department members continue to dedicate many hours of time and energy to maintaining and improving their skills and proficiency.

The department's newest employee, Jeremy Thibeault, comes to us trained to the Paramedic level. Dan Lang will be certified at the Paramedic level by the end of June, 2003.

Through the combined efforts of the Fire Department, Police Department and the Town's Office of Emergency Management, we applied for and received a grant to update the town-wide emergency plan, purchase additional equipment for the Emergency Operations Center and conduct a mass casualty incident response drill.

It should be noted that with the concern that has been generated regarding terrorist threats and the potential for biological or chemical releases against us, we are not prepared; however, we are working on a state-wide small pox vaccination protocol. Other planning continues to address this important issue.

Howe Library

Last year was devoted to “the great search for more space.” We used your most generous donations to Fund 2001 to reconfigure areas on the main floor to gain space. Until an expansion/renovation is completed, we will continue the burdensome task of discarding a book for each new book we add to the collection. A further example of space constraints: we can respond to the high demand for public access to our databases and the Internet only by adding laptops; there is no room for additional workstations. That said, we are striving not to compromise or diminish the level of service expected at Howe. We are squeezed into the building, but remain attentive to the needs of users.

The staff met with architects Gerrit Zwart, Carole Wedge and other team members every other week since early summer. They listened and offered options for staff/Board decisions. The resulting design fully meets the programmatic needs as outlined in the Master Facility Study, updated in 2002. Further, the design enhances the architectural uniqueness of the current building and is well suited to the community of Hanover. We are excited to be on the brink of fulfilling our responsibility to provide quality library service to future generations.

The Town of Hanover and the Howe Library Corporation are joined together in a shared financial commitment that is positive and beneficial to the Library. Many, many residents gave time to various committees and to assist with programs and events. Financial support from the Town was enhanced by Corporation Annual Fund 2002 support that enabled us to preserve the Bi-Centennial quilt, purchase high-quality demonstration equipment and software for those with audio/visual special needs, add public access laptops, archive the Corporation records, install a new sound system and spot lighting in the Mayer Room.

Collection Development/Reference: Mary Hardy

- The reference librarians answered thousands of questions over the past year and borrowed thousands of books from other libraries for our patrons' use. The increasing use of our interlibrary loan service allows access to materials beyond our resources.
- We are pleased to be able to offer new reference databases. AncestryPlus is an outstanding database of genealogical and historical documents for genealogy enthusiasts. Other new databases include the EBSCO magazine and newspaper index; the Academic Search Elite database of journals in the social sciences, humanities, general science, multicultural studies and education; and MagillOnAuthors, a database of authors who have made important contributions in the areas of long and short fiction, poetry, drama and philosophy. People may access these databases from home by way of our website (using your library card number) or on one of our Internet terminals in the library. AncestryPlus may be accessed in the library.

Public Relations/Programs and Exhibits: Ellen Lynch

- The inaugural season of “Authors at The Howe,” organized by Tom and Dianne McFarland, was a highlight of 2001-2002. The six events featured seven authors (including

three state poet laureates) of adult fiction, poetry, and children's books. It was an auspicious beginning for a series that will continue at the Howe.

- Other programs are several that are also organized by volunteers: the play reading series, film series and a music program. Nita Choukas and Joan Snell alternate selecting the plays and moderating the evenings of play readings. For many years Bruce Posner, a film historian, has been producing a lively and thought-provoking film series. The Bach Study Group, a long-standing program directed by volunteers and sponsored by Howe, brings the enjoyment of music to its many participants.
- The monthly art exhibits in the Mayer Room, which are coordinated by volunteer Dick Ridgeway, provide an opportunity for local artists to showcase their work for the public. The volunteer members of the Upper Valley Camera Club organize the annual Elden Murray Photography Exhibit and Contest for Howe Library. We are appreciative of the work of these volunteers in creating fine programs and exhibits.

Youth Services: Denise Reitsma

- The children's program serves children from infants to middle school students. To be more inclusive, the title "Youth Services" will be used to designate services to this age group. The library staff feel, that while high school teens are seen as adults, middle school teens will benefit by being more actively included in Youth Services. This group uses the library for recreational and school-assigned reading and research projects.
- Susan Milord was hired and is adding her artistic expertise to our storytimes as well as assisting patrons in the children's room. Her first children's picture book will be published in spring, 2003.
- We continue to offer four weekly storytimes. These and our special programs have been well attended, some to capacity. The summer reading program's theme of "Lions and Tigers and Books, Oh My!" lent itself to some interesting programming including a live animal show from the Peabody Zoo, which included a 13-foot python and a 10-inch-long scorpion. This past year the morning preschool storytime included children from eight countries. Expanding a child's world through books is every librarian's joy, and we look forward to another year of doing just that!

Circulation 2002: Kristina Burnett

Among public libraries in New England, Howe Library continues to rank among the highest in per capita circulation. In FY 2001-02, the Howe staff has served over 213,002 patrons (or almost 700 per day), who borrowed over 197,857 items and used an additional 33,700 books, magazines and newspapers in-house. Books on CD and tape, videos and DVDs continue to be popular. Computers are in constant use for email, internet research and database reference use. Children's materials still account for more than one-third of total circulation.

Technical Services and Systems: Pam Smith

- The Technical Services Department had an active and challenging year, with constant change being the norm. We coordinated the addition of e-mail notices to our circulation services. Patrons may now receive overdue and hold notices by e-mail. While maintaining high standards, we continue to operate with little to no backlog. Howe is responsible for ordering, cataloging and maintaining the Etna Library records.
- The technology responsibilities continue to grow as we expand our public access network. Howe now offers 15 public access computers. We have workstations for adults and children; two e-mail-only computers, and wireless laptops that may be checked out at the circulation desk for use in the library.

Personnel: (*Italics note changes*)

Town: Director: Marlene McGonigle; Assistant Director: Ellen Lynch; Office Manager: Janice Grady; Senior Public Services Librarian: Mary Hardy; Head of Technical Services: Pam Smith; Youth Services Librarian: Denise Reitsma; Circulation Supervisor: Kristina Burnett; Public Service Librarians: Polly Gould, Joanne Blais; Library Assistants: Ann Schofield, Lucinda Varnum, Charlotte Bernini; Technical Services Assistant: Mary Ryan; Youth Services Assistant: *Susan Milord*; Circulation Assistants: Jan Chapman, Christine Eickelman, Joan Ridgeway, Amelia Talbert, Mary Soderberg, Natalie Urmson; After School Monitor: *Mark Alloway*, pages and Dartmouth work/study students.

Corporation: Jere Nelson, Development Coordinator; Bonnie Hutchins, Bookkeeper.

Performance Indicators:	2000	FY 00 - 01	FY 01 - 02
Holdings	80,287	75,105	76,200
Circulation	230,671	239,004	231,557
Checked out	195,935	205,002	197,857
In house use, est.	34,736	34,002	33,700
Adult	118,048	116,628	113,939
Children	87,394	88,374	83,918
Per cap inc. Dartmouth	21.7	19	18
Per staff member	16,185	16,016	15,457
Holds/reserves placed	6,405	6,005	6,712
Registered patrons	6,781	6,409	6,572
Resident patrons		4,855	5,063
Days open	336	334	337
Hours open, weekly av.	56	56	56
Attendance, estimated	182,772	198,837	213,002
Reference questions	8,562	8,101	9,530
Interlibrary loan transactions	3,121	3,037	3,356
Library sponsored programs	320	363	432
Attendance/library programs	8,744	6,379	11,463
Public meeting room usage	663	840	569
Total meeting room usage	1,047	1,203	1,029
Volunteer hours	2,845	2,211	2,181
Electronic database usage			8,025
Online Catalog Adult 10 day average	311	411	507
KidsCatalog 10 day average		80	418
Website, pages accessed, mo.av.	3,594	6,393	8,160
Town website, monthly av.		14,043	18,703

Hours: 56 per week

Monday – Thursday 10:00 – 8:00

Friday noon – 6:00

Saturday 10:00 – 5:00

Sunday 1:00 – 5:00 (closed summers)

Human Resources Department

The objective of the Human Resources Department is to promote the morale and well being of Town employees and to insure equitable personnel management. This annual report reflects just some of the reasons why the Town of Hanover is considered such a great place to work.

Personnel Policy Manual: Two chapters were added to the Town's Personnel Policy Manual this year. A policy regarding Computer Software and Communications contains information on how employees can use technology responsibly. An Exposure Control Plan minimizes the risk associated with employee exposure to potentially infectious materials. As part of this policy, Hepatitis B clinics were conducted to insure that all employees with an identifiable occupational exposure could be inoculated. A total of 84 employees were identified as having an occupational exposure; 31 of them chose to be vaccinated, 42 certified that they had already been vaccinated, and 11 elected not to be vaccinated.

Labor Relations: On July 1, 2002 the American Federation of State, County and Municipal Employees (AFSCME), Local 1348 representing employees in the Department of Public Works, and the International Brotherhood of Police Officers (IBPO), Local 561 representing employees in the Police Department, began operating under the provisions of collective bargaining agreements that do not expire until June 30, 2005. We have enjoyed a cooperative relationship with both of these bargaining units, and appreciate their cooperation in ratifying their respective agreements.

The International Association of Fire Fighters (IAFF), Local 3288 representing employees in the Fire Department did not ratify a new agreement. Consequently, they operate under the provisions of the collective bargaining agreement that has been in effect since July 1, 2000, while negotiations continue.

Charitable Activities: Every year Town employees support several charitable activities that improve the quality of life in Hanover and the Upper Valley. Last year, 40 employees contributed \$5,789 to the Upper Valley United Way. Twenty-eight employees participated in National Denim Day contributing \$140 to the Susan G. Komen Breast Cancer Foundation. At Christmas time, our employees also participate in the gift program for David's House.

Health and Safety: The Joint Loss Management Committee (JLMC) meets every other month to review Workers' Compensation claims and promote health and wellness programs. This year 54 employees took advantage of the JLMC sponsored flu clinics. The JLMC also sponsored health screening clinics, CPR certifications, the Great American Smokeout, as well as a workshop on holiday stress. JLMC members also conducted workplace safety inspections and promoted ergonomic evaluations of employee work stations. Debbi Franklin deserves special recognition for the services she provides as Secretary of the JLMC, and for organizing and promoting JLMC sponsored events. Robert Corrette chairs the JLMC composed of the following representatives:

Kristina Burnett, Circulation Supervisor
Robert Corrette, Grounds Crew Supervisor
Barry Cox, Human Resources Director
Debbi Franklin, Human Resources Assistant
Bert Hennessey, Firefighter/Paramedic
Terry Jillson, Administrative Assistant

Brett Ladd, Water Treatment Tech.
Vicky McAlister, Deputy Town Clerk
David Saturley, Communications Officer
Tim Sevigny, Water Distribution Worker
Chris Vitale, Asst. Dir. Parks and Rec.
Don Ware, Utility Engineer

Training Programs: Ongoing training helps ensure that our employees maintain the knowledge base and skills required to perform their jobs efficiently. Over 50 employees from various departments attended educational workshops and training sessions. These included Microsoft Word, Excel, Access, PowerPoint, and Publisher; Communicable Disease Exposure Control; Assertive Communication; Dealing with Difficult People; the Supervisor's Academy;

Negotiation Techniques; Newsletters; Public Sector Labor and Employment Law; Snow Plowing; the NH Public Works Academy; and Prevention of Workplace Violence.

Newsletter: Debbi Franklin began publishing an employee newsletter that contains articles on Town programs, scheduled events, personnel news, and even classified ads. The "Town Times" has improved our communication and cultivated our connection to one another as employees.

Staff: Barry Cox, Director and Debbi Franklin, Assistant

Parks and Recreation

Facilities: The Recreation Department was established in July of 1974 and operated out of Town Hall until 1976. The office was moved to 42 Lebanon St. until 1983 when the office moved to its present location at 10 School St.

Community Center update: The new Richard W. Black Community/Senior Center is located at 34 South Park Street. Tennant/Wallace of Manchester is the Architect and Trumbull-Nelson is the Construction Manager. The plans include: 22,000 square foot, two story building with a full basement, large multi-purpose room, Senior Lounge Area and Arts and Crafts Room, Community Meeting rooms, office space for the Senior Center Director, Community Counselor and Recreation Director and Assistant Director, reception area, "Teen Lounge" area and full handicapped accessibility.

Programs: New programs this year included Adult Quilting, Holiday Sewing Workshops, Knitting, and Social Dance. Playground remained a staple to the summer offerings. Camp Circle H for Kindergarteners was also run at the Ray School. A collaboration with the League of NH Craftsmen for six summer art camps proved successful.

Participation in Recreation Department athletics continues to remain high. Average participation for Ray School and Richmond School remains over 50% of the school's population. Sports with the highest participation in Grades K-8 are: soccer, 240; Lacrosse, 190 (4th-8th), and Baseball, 158.

Winter:	Basketball only	Ray: 23.6%	RMS: 25.5%
Spring:	Baseball, softball, lacrosse, volleyball clinic, track and field	Ray: 38.5%	RMS: 56.4%
Summer:	Track, football camp, track camp, soccer camp	193 participants	
Fall:	Football, volleyball, soccer, field hockey	Ray: 57.7%	RMS: 49.4%

3rd grade has the highest participation (soccer) at 65.9%

The following is a breakdown of programs and participants for 2002.

Season	Athletic		Non-Athletic	
Winter	Youth - 237	Adults - n/a	Youth - 104	Adults - 56
Spring	Youth - 453	Adults - n/a	Youth - 160	Adults - 63
Summer	Youth - 193	Adults - 275	Youth - 305	Adults - 19
Fall	Youth - 523	Adults - n/a	Youth - 112	Adults - 47

Special Activities included: 1st - 4th Grade Soccer Jamboree, 10th Annual Old-Fashioned 4th of July, 5th Annual Occom Pond Party, Haunted House, Egg Hunt, Mini-camps, Playground Special events, Muster Day, 9th Annual Spring Fling 5K, 10th Annual Turkey Trot. The 8th Annual March Madness Picnic, co-sponsored by the Hanover PTO, had over 175 Ray School students and

family members participate. The three middle school dances continue to be popular. The 27th Annual Basketball Tournament drew 160 teams.

The Rec Department continues to add information to the Town website. The registration form, gym and field locations, race results and general information have all been added this year. Photos of special events and the ground breaking ceremony for the new Center are also on the website.

Usage of the Community Center has increased. Cub Scouts, a Drum Group, Bridge Club, sports teams and birthday parties are hosted by the community center.

In 2002, the Volunteer Service Award was given to Suzanne Wiley Young, for her many years of service to the Recreation Department, especially for her work on special events and special community service project involving the youth of Hanover such as the Peru T-shirt Project and the Afghan Fund Project.

Staff: Henry “Hank” Tenney, Director and Christine “Chris” Vitale, Assistant Director

Planning and Zoning Department

The Planning and Zoning Department serves the Planning Board, the Zoning Board of Adjustment, the Conservation Commission, the Building Code Advisory Committee, and the Affordable Housing Commission. It is responsible for planning for the Town’s future in such areas as land-use, economic development, housing policy, transportation, natural resource protection, and maintenance and enhancement of Hanover’s special character and quality of life. It is also responsible for zoning administration and enforcement, conservation administration, and inspections and code enforcement.

Staff comprises Planning and Zoning Director Jonathan Edwards, Senior Planner Vicki Smith, Zoning Administrator Judith Brotman, Building Inspector Ryan Borkowski. Our new Administrative Assistant is Beth Rivard, who took over this year from the very capable Annie Hood, who left to pursue a full-time career as a new mother. Between the time when Annie left and Beth began, we had the pleasure once more of working with Dian Taylor, who returned from retirement to help us through this transition.

Police Department

The Hanover Police Department’s mission is to “provide professional and compassionate police service through partnerships that build trust, reduce crime, create a safe environment and enhance the quality of life in our community.” The composition of the Police Department includes the following divisions: Administration, Patrol, Investigation, Dispatch, and Parking.

The year ended with the closest the department has been to authorized full staffing in a number of years with one exception. Officer Steve Read was still on active duty status with the US Air Force and has been away for 15 months. The earliest he is expected to return would be in September ’03. To make up the shortfall, we have made several new hires and activated a federal grant to actually increase the authorized strength by one position where we will have twenty (20) sworn officers. The grant, part of the COPS HIRING Program, pays approximately three quarters

of an officer's salary and benefits for 3 years on the condition that the Town picks up and continues to fund this position after the grant expires. This added staffing has allowed the department to implement a program it has wanted to do for the past couple of years of dedicating an officer to full time traffic enforcement. Having started in October of '02, there have already been positive results as evident by the number of citizens who have called in to report how pleased they were to see this type of enforcement and the effect it has had on reducing speeds.

Besides equipping each cruiser with radar, which has been the standard for a number of years, the department has also outfitted each car with video and audio capabilities, the cost of which was supplemented with grant money from the New Hampshire Highway Safety Agency. Officers are now able to create a record of each motor vehicle stop and have irrefutable evidence should there be a trial. The department has also adopted a less than lethal weapon system which allows officers to handle violent or non-compliant individuals in a manner that is less likely to result in serious injury or death. The system adopted uses projectiles and diversionary devices designed to temporarily incapacitate an individual, thus allowing the officers that extra advantage of taking a person into custody while reducing the potential of added harm to themselves or others. In addition to the above mentioned equipment, each cruiser is outfitted with a mobile audio and data communication center capable of allowing the officer to transmit and receive data encryptically. The officer can query local, state and federal records as well as write and send reports to the local database.

One note of thanks to all of the departments: fire, highway, and town administration staff who assisted us in the clean up and refurbishing of our building after the April, 2002 fire that left the back half of our building in shambles and disarray for three months. Without their support, we would not have been able to bring the facility back into full operation in the short amount of time that it took.

Criminal Activity:

Patrol Division Statistics	Jan-Dec 1999	Jan-Dec 2000	Jan-Dec 2001	Jan-Dec 2002	% Change
Murder	0	0	2	0	-100.0%
Sexual Assault	3	1	5	7	40.0%
Robbery	0	1	0	1	100.0%
Burglary	17	17	14	13	-7.1%
Theft	262	199	109	91	-16.5%
MV Theft	0	1	5	6	20.0%
Arson	1	0	2	4	100.0%
UCR Stolen	166,093	112,908	145,634	127,612	-12.4%
UCR Recovered	27,740	33,802	77,750	43,664	-43.8%
Recovery Ratio (Natl avg 15%-20%)					34.2%
Assault	22	55	50	56	12.0%
Forgery	29	3	3	11	266.7%
Fraud	29	36	20	30	50.0%

Patrol Division Statistics	Jan-Dec 1999	Jan-Dec 2000	Jan-Dec 2001	Jan-Dec 2002	% Change
Embezzlement	0	1	0	1	100.0%
Vandalism	95	94	79	99	25.3%
Possession Stolen Property	3	0	3	4	33.3%
Sex Offenses	6	2	1	4	300.0%
Drugs	48	47	60	58	-3.3%

DUI	28	20	21	30	42.9%
Liquor Laws	96	78	81	101	24.7%
Intoxication [PC]	52	44	77	57	-26.0%
Disorderly Conduct	14	22	43	22	-48.8%
Open Container-Public	19	12	7	21	200.0%
Tobacco Violation	12	17	4	8	100.0%
Land Violations			17	14	-17.6%
MV Unlocks	710	605	598	587	-1.8%
Bank Alarms	100	83	74	51	-31.1%
Other Alarms	402	366	382	346	-9.4%

	Jan-Dec 1999	Jan-Dec 2000	Jan-Dec 2001	Jan-Dec 2002	% Change
Patrol Division Statistics					
Detentions	296	266	272	242	-11.0%
Accidents	240	252	235	217	-7.7%
Reportable	159	125	107	85	-20.6%
Fatal	0	0	0	0	0.0%
Injury	34	49	39	50	28.2%
Pedestrian	4	4	5	2	-60.0%
Hit & Run	54	68	51	53	3.9%
Bicycle	6	1	2	2	0.0%
Total MV Stops	5,655	4,524	3,962	4,520	14.1%
Total Citations	717	539	602	886	47.2%
Speeding	365	266	311	484	55.6%
Towed Vehicles	57	125	109	138	26.6%
Patrol Mileage	188,237	174,447	168,145	155,349	-7.6%
Patrol Fuel	14,428	13,069	14,234	12,876	-9.5%
Hours ST Time	2,858	2,611	2,135	*	%
2 Person Shifts	342	478	670	*	%
Bike Hours	112	0	0	*	%

*Statistics no longer being maintained

Personnel: The authorized strength of the department is now twenty (20) sworn members of which fifteen (15) are responsible for covering round-the-clock patrol shifts.

The Dispatch Center consists of the division's supervisor and six (6) full time dispatchers. Three (3) part-time employees also supplement the Center. The current staffing level was deemed necessary to adequately provide round-the-clock coverage to the other eight (8) New Hampshire and six (6) Vermont towns that contract with the Town of Hanover for this service.

The last year has been a hectic year for the staff of the Dispatch Center. We started tearing the center apart in early January, and finally moved into our renovated quarters in May. We now have a state of the art facility that utilizes new computer based radio consoles and ergonomically correct furniture for the comfort and ease of use for our employees. We are now in the initial phases of a Radio Engineering Study to begin the replacement/upgrading of our aging radio infrastructure. Most of our physical base radios and antenna sites were developed or purchased in the mid 1970's to the mid 1980's. Frequency overload and changes in the urban infrastructure started to put a strain on the system. We will be studying options to relieve identified problems and update our current system over the next year. The Hanover Dispatch Center is also going to be benefiting from a Federal Grant to expand the NH Lawnet System. The Lawnet System is a Motorola Digital Radio system that will increase interoperability among

Police agencies in the State of New Hampshire. Hanover was notified in late 2002 that we would receive almost \$160,000.00 of digital base radios at no charge under this federal grant.

As with most law enforcement agencies, the public's perception of the police role in society is to enforce the law. However, we would like to point out that we perform services to the community that range anywhere from unlocking your car when the keys have been left inside, to performing vacant residence checks while you are away from home for extended periods of time. We take great pride in our community service and look forward to providing the best service possible to our citizens and visitors alike.

Police Dispatch Statistics	Jan-Dec 1999	Jan-Dec 2000	Jan-Dec 2001	Jan-Dec 2002	% Change
Total Incidents	25,205	23,467	22,407	22,060	-1.5%
HPD Incidents	15,430	14,255	15,650	14,635	-6.5%
Ratio HPD Incidents					66.3%
Incoming Calls	55,447	79,550	80,772	81,776	1.2%
Calls Transferred	20,845	31,288	22,222	24,187	8.8%
Calls Handled	34,602	50,621	58,630	57,589	-1.8%
911 Calls	2,115	3,119	3,549	3,550	0.0%
7-3 Calls	15,120	25,094	30,391	29,689	-2.3%
3-11 Calls	15,058	19,849	22,091	21,051	-4.7%
11-7 Calls	4,424	5,298	6,058	6,849	13.1%
Radio Trans	249,011	258,654	247,513	*	%
Dispatch SPOTS Trans	109,361	100,564	149,281	112,433	-24.7%
MDT SPOTS Trans	147,731	163,389	162,250	147,361	-9.2%
Fire Runs [All]	1,349	733	548	781	42.5%
Amb Runs [All]	1,404	1,493	1,524	896	-41.2%
FS Runs [All]	662	783	817	871	6.6%
DPW Incd	241	447	437	346	-20.8%

*Statistics no longer being maintained

Parking Operations: There are over 650 parking meters in Hanover, mostly offering two-hour parking to customers and visitors of the central business district. Downtown employees can park in a large long term metered lot conveniently located near South Main Street or at metered 10-hour spaces situated on the periphery of the business district. Free all-day parking for employees is located in the Thompson Arena parking lot, with a free shuttle service provided to them for no hassle access to the downtown.

Staff of the police department and parking enforcement division writes improper parking notices for violations of the Hanover parking ordinance, to include expired meters, parking in handicap zones without a permit, parking in prohibited areas and for parking on streets and lots after midnight during the winter.

Parking enforcement offices are located in town hall, where staff accepts payments, answers questions and processes ticket payments through the use of their computer based violation tracking system.

New to our enforcement efforts this year is the active use of a vehicle immobilization device to collect from ticket scofflaws owing more than \$150 to the Town in fines. Each scofflaw is issued a warning letter and given five (5) days to pay the balance due on their account. If the warning is ignored, then the immobilization device is attached to the scofflaw's vehicle until their balance is paid in full.

The Hanover Parking Facility continues to offer a convenient and staffed parking experience for customers, where one can park a car for as long as desired and then pay a cashier before exiting the facility. In the facility, there is a mix of public parking for short-term customers and leaseholders. The parking facility is located on Lebanon Street, with the main entrance situated between Subway and Talbot's Clothing store. Use of the facility is popular and growing, but you can almost always find a parking space, with an average of sixty unused customer spaces available during peak demand.

Parking Division Statistics	Jan-Dec 1999	Jan-Dec 2000	Jan-Dec 2001	Jan-Dec 2002	% Change
Total Tickets	25,928	31,869	30,169	27,569	-8.7%
Feeding >4	0	0	0	0	0
Handicap	113	68	50	50	0.0%
Loading-Bus	33	26	11	38	245.5%
Left Wheel to Curb	136	110	151	123	-18.5%
Meter	21,169	26,195	25,579	23,366	-8.7%
NP 2am-6am	3	0	0	0	0
NP 12am-7am	1,049	1,339	1,514	1,494	-1.3%
2 Hr. Zone	6	14	5	2	-60.0%

Parking Division Statistics	Jan-Dec 1999	Jan-Dec 2000	Jan-Dec 2001	Jan-Dec 2002	% Change
Improper Parking	211	183	221	183	-17.2%
Meter Feeding	435	388	113	93	-17.7%
2&3 Meter Viol	500/4	811/22	675/14	393/3	-60.5%
Prohibited Zone	1,730	2,161	1,261	1,320	4.7%
Towing Chg	36	28	43	65	51.2%
Town Permit	492	519	495	371	-25.1%
Court Actions	1,767	2,528	1,002	232	-76.8%
Parking Enforcmt Tickets Issued	20,729	27,425	27,995	25,335	-9.5%
Police Tickets Issued	3,180	4,444	2,174	2,234	2.8%
Total Voids	1,455	1,685	12,155	2,180	-82.1%
Meter Revenue	293,110	431,706	340,386	438,455	28.8%
Fine Revenue	189,498	297,273	420,947	391,642	-7.0%
Parking SPOTS	13,861	20,284	23,238	39,161	68.5%

Hanover Juvenile Diversion: Hanover Juvenile Diversion has been administered by the Hanover Police Department since 1977. The current committee is made up of nine volunteers from the Hanover and Norwich communities. Diversion is the alternative to a court proceeding for juveniles who qualify and are referred to the Diversion Committee by Hanover Police Officers. The Juvenile Diversion Committee meets twice a month.

In 2001 and 2002, 25 juveniles went through the diversion process. To date, only one of these juveniles has become a repeat offender giving a 4% failure rate for the past two years. In 2001-2002, diversion clients contributed over 700 community services hours as part of the diversion process. These community service hours were volunteered at local non-profit placements such as the Hanover Improvement Society, Hanover Terrace, Dartmouth Facilities, Upper Valley Hostel, Howe Library, David's House, AVA Gallery, Norwich Recreation and the Hanover Fire Department.

Full Time Staff: Chief Nicholas J. Giaccone, Jr.; Captain Frank Moran; Lieutenant Michael Evans; Detective Eric Bates; Sergeants: Patrick O'Neill, Daniel Gillis, Bradford Sargent and David Luther; Patrol Officers: Gerald Macy, John Kapusta, Steven Read, Jeffrey Fleury, Shannon Kuehlwein, Steven Schlosser, Alan Patterson, Jeffrey Ballard, Richard Paulsen, Rolf Schemmel; and Matthew Ufford; Records Coordinator Sheryl Tallman; Administrative Assistant Elizabeth Rathburn; Communication Coordinator E. Douglas Hackett; Dispatchers: Lisa Camarra, Randy Wagoner, David Saturley, Tim Goodwin, Derek Curtis, and Gail Paige; Parking Enforcement Technicians: Mark Caruso, Christopher McEwen; Parking Secretary Peggysue Blair; Parking Control/Facility Technician Marisela Platt; and Parking Facility Cashier Scott McDonald.

Public Works Department Report

The Public Works Department is comprised of eight (8) operating divisions: Administration, Buildings, Grounds, Highway, Fleet Maintenance, Sewer Line Maintenance, Water Distribution, and Water and Wastewater Treatment. The Department continues to provide staff and operate the Hanover Water Works Company through a contract.

Administration Division: The Administration Division oversees the day-to-day operation of the Department. The Division began to reorganize due to attrition, change in focus and promotion of cross training. During 2002 the administrative division continued to oversee all Public Works divisions, provide review for Planning & Zoning as well as undertake a number of special projects:

- Staff designed a new playing field for the Recreation Department on Hanover Water Works property at Grasse Road. This playing field replaces the one which will be lost at the Gile Tract when the College, as part of the Dresden School deal, moves their maintenance operation to the old landfill site. The new playing field will include parking and a regulation little league baseball/softball field and the ability to hold other activities.
- Working with the Wastewater and Water Treatment Staff, developed an RFQ to provide a treatment study and oversaw a pilot filter. The study required additional piloting, Value Engineering, O&M determination, Safe yield analysis to determine the best treatment solution for the community's water supply. The additional work is anticipated to be completed in the spring of 2003 with conclusions being presented to the Public Utilities Commission (PUC) in the summer. The Hanover Water Works Company anticipates the construction of a new filtration facility in early 2004.
- The Staff worked on selecting an Engineer to review the Wastewater Treatment Facilities capacity and improvements. During the study phase a number of problems were encountered causing effluent violations. The staff began working closely with the State of New Hampshire Department of Environmental Services to determine the most advantageous solution to the current treatment inadequacies while providing for long term growth.
- The Towns of Enfield, Hanover, Hartford, VT and City of Lebanon continue to jointly bid paving. Once again the joint bidding process proved to be an advantage to Hanover as we paid a lower price than we would have paid if we bid the work individually. Staff continued to work on methods of extending pavement life in an effort to stabilize the paving budget.

- Participated in joint fuel bidding with the Towns of Enfield, Hanover, Hartford, VT and City of Lebanon. This years bidding had mixed results as fuel prices saw little advantage through joint bidding and differences in billing, operational requirements and volume differences between the communities continue to make it difficult to manage.
- Continued providing full time management of the Hanover Water Works Company.
- To be in compliance with GASB 34, we have continued to work on an asset inventory database. All public assets, such as roads, drainage, sewers, buildings and properties need to be inventoried, assessed and a maintenance value placed on them. Susan Love of the Fleet Division has started to develop a labor and equipment usage database that would enable the Department to move toward the GASB 34 requirements. The Highway and Wastewater Treatment divisions have begun tracking labor and equipment more comprehensively using this database. The goal for 2004 is to have all of the Public Works Divisions utilizing this tracking software.

Administrative Staff: Peter Kulbacki, P.E., Director; Michael Chase, Operations Manager; Don Ware, P.E., Utility Engineer and Betsy Smith, Administrative Assistant.

Buildings Division: The Buildings Division is responsible for both executing and overseeing contract repairs and maintenance of 18 municipal buildings, including the HUD-funded 24 Summer Park garden apartment units. Significant accomplishments during 2002 included:

- Ground breaking began for the new Community/Recreation center. Public Works Staff Engineer Don Ware, P.E., is providing construction inspection and contract administration for the construction. Trumbull-Nelson is the Construction Manager.
- Managed contracted maintenance and repair services provided for Town buildings including fuel delivery, alarm system maintenance, HVAC maintenance, electrical repairs, elevator maintenance, cleaning services, sprinkler and extinguisher inspection and maintenance, overhead door maintenance, lock repairs, and miscellaneous carpentry projects.

Buildings Division Staff: Paul Jordan, Building Maintenance Superintendent; seasonally: Seth Bean who works with the Recreation Department during the warmer months.

Grounds Division: The Grounds Division is responsible for maintaining all Town street trees, landscaped areas, parks, playing fields and cemeteries. Significant accomplishments during 2002 included:

Plans to complete a detailed urban tree inventory in the coming year are in place.

- For the second year in a row, droughty summer conditions stressed many of the urban plantings maintained by the Grounds Division. Proper mulching and strategic watering kept everything green throughout this period. The trees benefited from the additional sunny days and put on reasonable growth.
- Existing trees were treated with fertilizer, root treatment and structural management in the following areas:
 - Rope Ferry Road
 - School Street
 - Hanover Center – Parade Ground Road
 - North Main Street
 - O’Leary Street

- Brook Road
- Rip Road
- Buell Street
- School House Lane
- Safety Services Building (Police and Fire Station)
- Senior Center
- Pine Knolls Cemetery
- Dartmouth Cemetery
- Tree preservation, takedowns and replacement trees were done at sites throughout Town, including: Valley Road, Wheelock Street, Conant Road, Rope Ferry Road, Woodmore Road, Route 10, Route 120, Park Street, School Street, Allen Street Extension, Rip Road, and Pine Knolls Cemetery.
- Landscape restoration took place on Rip Road, and at the Municipal Building.
- The Department continued working with consultants for elm trees fungicidal treatment. The Elm Tree Program is under way with all of the mature trees having been treated with a dual approach. Fungicide and insecticide were injected into the phloem tissue and uptake has been good. Some follow up pruning will be necessary this coming year as minor flagging may occur in response to the treatment. Additionally, the elms have been treated with slow release nitrogen, macro/micronutrients and miccorrhizae to encourage healthy growth. New elm trees (*Ulmus americana* 'Washington', and U.a. 'Liberty') were planted on Lebanon Street, North College, and Wheelock Streets.
- Hanover celebrated Arbor Day in May at the Ray School. First Graders received white spruce seedlings for planting at home and assisted with planting of a larger tree on school grounds.

Grounds Division Staff: William Desch, Urban Forester/Grounds Superintendent; Robert Corrette, Grounds Supervisor; Allen Wheeler, Grounds Crew Leader; Seth Bean, Recreation Groundskeeper.

Highway Division: The Highway Division is responsible for the infrastructure of the Town of Hanover. It is their mission to not only maintain the roads, sidewalks and drainage systems, but to improve them. During the winter season the highway personnel accepts the challenge of getting everybody to his or her destination safely and back again. Summertime is a very busy season making improvements to the infrastructure such as, but not limited to, pavement overlays (66 miles), upgrading of our gravel roads (33 miles), culvert & drainage upgrades, sidewalk rebuilds and on going right-of-way maintenance.

- Town forces completely rebuilt over a thousand feet of College Street. The curbs were upgraded to granite and the sidewalks were upgraded to concrete, thus extending the life of both. A portion (3") of the street asphalt surface was removed by a process called cold planning. The street was then overlaid with two inches of new asphalt from the intersection of Wentworth Street to the intersection of Maynard Street. The cross walks in this area were upgraded to the new raised design with brick inlay pattern.
- The first phase of reclaiming the road surface of Rennie Road was done with great success. The surface was ground up to a depth of twelve inches, giving the road a new sub-base of eighteen inches. Chloride was then applied and town forces started grading and compacting the new sub-base. Because the grader is equipment with a computer system that controls the slope of the road, several man-hours were saved in engineering

layout. A new asphalt surface of three inches was put down increasing the asphalt life of this road from five years to ten years.

- Piper, Pete and Heather Lanes gravel road system received an extensive upgrade. The cul-de-sac at the end of Pete and Heather were reconfigured to allow for a center common green space and trees. The surface received four inches of ground and recycled asphalt, creating a road surface that requires less grading and cuts way down on road dust. Again the grader with the laser slope control system was used making a more uniformed surface and spared us many hours of labor-intensive engineering personnel.
- Crews worked on our gravel roads, placing over one thousand yards of ground-recycled asphalt on their surfaces. The recycled asphalt provides a better surface and helps to cut down the grading cycles.
- A culvert location and replacement program was instituted for the first time. All culverts were located and reviewed for structural strength. The crews replaced over four hundred feet of failing culvert. It is our hope to locate all culverts using GPS equipment and attaching data to be placed on the Town base map.
- The Blueberry Hill area, Stevens Road and Prescott Road received the largest amount of our asphalt overlay program this year, providing a safer, smoother and easier to maintain surface.
- The highway crew again provided outstanding winter maintenance of the roads and sidewalks, using approximately six thousand tons of the winter work-horses (sand & salt) and hours of dedicated man-hours.
- We look forward to providing the high level of service that Hanover residents have become accustomed to in 2003.

Highway Statistics

Performance Indicators FY 2002

Description	Regular Time	Over Time
Road Side Maintenance	3379.75	74.5
General Prep. & Cleanup	2091	68.5
Sidewalk Work	309.75	38
Road Reconstruction	56	0
Curb Work	40	0
Road & Curb Work	96	0
Sweeping street/sidewalks	620	626
Emergency Call	0	40
Install repair replace signs	561.5	0
Pavement Markings	932.5	132
Pushing snow back	72	0
Cutting Ice	39.25	0
Hauling winter sand	500.75	1.25
Hauling gravel/mud season	508	0
Plowing Operations	971.75	1471.5
Sanding Salting	1196.75	1488
Snow removal	948.75	1001.25
Drainage Repairs & Maintenance	2747	3
Assisting Other Departments	525	0

Assisting Other Divisions	1824	2
Assisting College & School	25	17
College St Rehab	1600.5	14
Rennie Rd. Reclaim	123	26
Piper Lane Gravel	321.5	6.25
Street Festival	0	13.25
Green Up Day	48	20
Water Co	767.5	34

Highway Division Staff: Bill Lancaster, Operations Supervisor; Sam Blanchard, Chuck Bowdoin, Donald Daniels, Rod Forward, Bernie Hazlett, John Lahaye, Randy MacDonald, Steve Perry, Bill Tourville, Equipment Operators/Highway Maintenance Workers; Steven Hammell, Light Equipment Operator/Highway Maintenance Worker.

Fleet Service Division: The Fleet Service Division is responsible for maintenance of all Town vehicles, standby generators, and operational equipment and fuel systems. The Division provides regular scheduled preventative maintenance on over 100 pieces of registered equipment and an additional 60 pieces of small equipment. In addition, our mechanics help out Highway with snow removal and plowing when necessary. Significant accomplishments during this last year include:

- Susan has developed and implemented a database that tracks labor for Public Works.
- Together with Hanover Water prepared specifications and negotiated a municipal lease for all new vehicles for The Water Company.
- In conjunction with Hanover Police; prepared specifications and purchased a new fleet for our Police Department including; four Crown Victoria cruisers, two Ford Taurus unmarked cars, and a 4wd Ford Expedition.
- Together with the Fire Department prepared specifications and took delivery of a new ¾ ton pickup.
- With the input of the Highway; prepared specifications and took delivery of three new ¾ ton pickups (with plows), a new 1 ton pickup, and a new class 8 dump truck with dump body.

Fleet Service Division Staff: Francis Austin, Fleet Superintendent; Todd Bragg, Senior Mechanic; and Donald Foster, Jr., Mechanic; Susan Love, Parts & Purchasing.

Sanitary Line Maintenance & Construction Division: The crew is responsible for the safe and uninterrupted flow of wastewater from the source to the treatment facility. The division prides itself in daily maintenance and improvements to the collection so that no user experiences an interruption in service.

- The crew is responsible for providing inspection of all new and replacement lines connecting to the existing system. This not only protects the Town of Hanover, but also ensures that the customer receives a high quality job.
- Preventive maintenance of over forty-one miles of collection system using a high-pressure flushing unit.
- The crew continued with their annual root-cutting program, servicing more than four thousand feet of line in the past year.
- The rebuilding and replacement of manhole structures that are located on roads or streets scheduled for asphalt overlay.

- The crew provided the mowing and maintenance of approximately five to six miles of sewer line right-of-ways, which also double as nature walk paths.
- Replaced two hundred feet of sewer line that had the potential of failing and/or causing the interruption of service.
- Both Lenny and Raymond successfully completed training in Confined Space Entry, Backhoe Operation, Work Zone Safety and Supervisor Academy.
- During winter operations Raymond assumed the responsibility for plowing, salting and the general safety of all sidewalk routes. Lenny used the LM&C dump truck and provided service to one of the towns plow routes.

Sanitary Collection System Staff: Lenny Bolduc, Sewer Maintenance and Construction Crew Supervisor; Raymond Swift, Line Maintenance and Construction Worker.

Wastewater Treatment Facility: Staff of the Wastewater Treatment Facility is also responsible for managing five (5) pump stations and provides contract support to the Hanover Water Works Company. Significant accomplishments in 2002 included:

- Treated approximately 534 million gallons of raw wastewater to a secondary treatment level;
- Processed approximately 1,145 wet tons of bio-solids, with average 14.7% solids;
- Sludge Quality Certification renewal;
- Treated approximately 175,000 gallons of septage from private septic systems;
- Dufresne-Henry Engineering Services completed a Wastewater Treatment Facility Plan Report; the purpose of this study was to examine the physical elements of the existing Wastewater Treatment Facility as well as the operation of the facility. The outcome of the report indicates the operation of the treatment process is severely limited by the various equipment and design limitations. These limitations do not allow the opportunity to optimize the treatment process.
- Ford Hall Co. installed Algae Sweep Automation cleaning system on both secondary clarifiers;
- Hanover Water Works Co. retained Provan & Lorber to conduct a filtration study.
- Utilized (S.C.A.D.A.) Supervisory Control and Data Acquisition for level monitoring at the new 800,000 gallon water tank, the water treatment contact tank, Reservoir #1 and treatment monitoring data;
- Upgrading chemical and disinfection injection points.
- Dennis Smith tested and received a Wastewater Treatment Certification Grade 2 and Water Treatment System Operator Grade 2 license;
- Brett Ladd received a Wastewater Treatment Certificate Grade 1 license;

Wastewater Treatment Facility Staff: William Mathieu, Water and Wastewater Treatment Superintendent; John Dumas, Assistant Superintendent Water and Wastewater Treatment; Ron Langdon, Laboratory Technician; Dennis Smith, Water and Wastewater Treatment Technician; Brett Ladd, Water and Wastewater Treatment Technician.

Chapter 4

Board and Committee Reports

Town of Hanover Boards and Committees

Advanced Transit Board – Appointed by Board of Selectmen

William R. Baschnagel, 65 Trescott Road, Etna	H-643-2972
Judith Rocchio, 38 College Hill, Hanover	H-643-6902

Advisory Board of Assessors – 3 year term – Nominated at Town Meeting by Majority Vote

Xenia Heaton, PO Box 680, Hanover	H-643-4173	5/2005
John Hochreiter, PO Box 189, Etna	H-643-6658	5/2003
Paul F. Young, 2 Barrett Road, Hanover	H-643-4488	5/2004
Judson T. Pierson, Jr., 31 Partridge Road, Etna	H-643-3279	Selectbd Rep
Katherine S. Connolly, 2 Pleasant Street, Hanover	H-643-3822	Selectbd Rep Alt

Bike/Recreational Path Committee – Appointed by Board of Selectmen

Scot Drysdale, 8 Mink Drive, Hanover, NH 03755
 Patricia Higgins, 8 Mink Drive, Hanover, NH 03755
 Steve Ketcham, 54 Lyme Road, Hanover, NH 03755
 Tom Linell, 46 Rip Road, Hanover, NH 03755
 Hugh Mellert, 11 Old Lyme Road, Hanover, NH 03755
 Bob Norman, 12 Berrill Farms Lane, Hanover, NH 03755
 Charles Sullivan, 7 South Park Street, Hanover, NH 03755
 Carol Weingeist, 38 Valley Road Ext., Hanover, NH 03755
 Bill Young, 22 Rope Ferry Road, Hanover, NH 03755

Board of Selectmen – 3 year term – Ballot Vote

Chr	Brian F. Walsh, 52 Berrill Farms Lane, Hanover	H-643-6053	5/2005
	William R. Baschnagel, 65 Trescott Road, Etna	H-643-2972	5/2003
	Peter L. Christie, PO Box 2, Etna	H-448-3914	5/2005
vChr	Katherine S. Connolly, 2 Pleasant Street, Hanover	H-643-3822	5/2003
Sec	Judson T. Pierson, Jr., 31 Partridge Road, Etna	H-643-3279	5/2004

Building Code Advisory Board – 3 year term – Appointed by Board of Selectmen

Randy T. Mudge, 13 Dartmouth College Hwy., Lyme	W-795-4831	8/2004
Bruce R. Williamson, Box 193, Etna	H-643-4648	8/2004
Jack Wilson, 2 Chase Road, Hanover	H-643-4046	8/2004

Chamber of Commerce

Peter L. Christie, PO Box 2, Etna	H-448-3914	Selectbd Rep
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Community Substance Abuse Advisory Committee

Linda Addante, 31 McKenna Road, Norwich, VT 05055
 Marie Colacchio, Marion Cross School, Norwich, VT 05055
 Kate Curtis-McLane, Hanover High, 41 Lebanon Street, Hanover
 Ron Eberhardt, Hanover High School, 41 Lebanon Street, Hanover
 Nick Giaccone, Police Chief, 46 Lyme Road, Hanover
 Ken Greenbaum, Superintendent, 45 Lyme Road, Suite 207, Hanover
 Julia N. Griffin, Town Manager, 41 South Main Street, Hanover
 Janice O'Donnell, 39 Rayton Road, Hanover
 Lois Roland, Ray School, 22 Reservoir Road, Hanover
 Dena Romero, Community Counselor, 42 Lebanon Street, Hanover
 David Sandberg, Hanover High, 41 Lebanon Street, Hanover
 Holly Sateia, 6135 Hinman, Hanover
 Deborah Scheer, Hanover High, 41 Lebanon Street, Hanover

Joseph Stallsmith, Richmond School, 41 Lebanon Street, Hanover

Brian Walsh, 7 Storrs Road, Hanover

Selectbd Rep

Conservation Commission – 3 year term – Appointed by Board of Selectmen

Chr Judith Reeve Davidson, 14 N. Balch Street, Hanover	H-643-3996	9/2005
Robin Carpenter, 28 Thompson Road, Hanover	H-643-6430	9/2003
Ed Chamberlain, 20 Wolfeboro Road, Etna	H-643-4150	9/2003
Douglas McIlroy, 1 Hayfield Road, Etna	H-643-5844	9/2003
L. David Minsk, 24 Rayton Road, Hanover	H-643-3393	9/2004
Anne Morris, PO Box 296, Etna	H-643-0172	9/2005
Sandra White, 44 Greensboro Road, Hanover	W-646-3462	9/2004
Kim Perez, 61 Trescott Road, Etna	H-643-4553	9/2006 Alt
Nancy Menton, 18 Mulherrin Farm Road	H-653-0333	9/2006 Alt
Michael Tsapakos, 33 Maple Street	H-643-6523	9/2006 Alt
William R. Baschnagel, 65 Trescott Road, Etna	H-643-2972	Selectbd Rep
Michael Mayor, 147 Three Mile Road, Etna	H-643-3421	Plan Bd Rep

Etna Library Board of Trustees – 3 year term – Ballot Vote

Mary Sullivan King, 149 Etna Road, Etna	H-643-5123	5/2005
Margaret A. Bragg, 108 Greensboro Road, Etna	H-643-2464	5/2004
Judith A. Danna, 669 Hanover Ctr. Road, Hanover	H-643-5761	5/2003

Hanover Affordable Housing Committee – 3 year term – Appointed by Board of Selectmen

Bruce Altobelli, 4 Woodmore Drive, Hanover	H-643-5006	9/2003
Roy Banwell, 3 Ledge Road, Hanover	H-643-3785	9/2004
Len Cadwallader, 23 Rip Road, Hanover	H-643-1343	9/2004
Joan Collison, 4 Heneage Lane, Hanover	H-643-5748	9/2004
William Fissinger, 152 Lyme Road, Hanover	H-643-1238	9/2005
Charlotte Faulkner, 9 Buell Street, Hanover	H-643-3132	9/2003
Dick Jennings, Mascoma Savings Bank, Hanover	W-643-1537	9/2003
Larry Kelly, Dartmouth College	W-646-1406	9/2005
Kim Perez, 61 Trescott Road, Etna	H-643-4553	9/2003
Chr Robert Strauss, 7 Read Road, Hanover	H-643-9085	9/2004
Patricia Wallace, 8 Cameron Ave., Lebanon	H-448-8870	Ex-officio
William R. Baschnagel, 65 Trescott Road, Etna	H-643-2972	Selectbd Liaison

Hanover Finance Committee – 3 year term – Appointed by Town Moderator & Hanover School District Moderator

Chr Nicholas Harvey, PO Box 382, Hanover	H-643-2027	7/2004
Mado MacDonald, 19 Rip Road, Hanover	H-643-3129	5/2005
Athos J. Rassias, 14 Carriage Lane, Hanover	H-643-4602	5/2003
Robert Shaughnessy, 4 Hemlock Road, Hanover	H-643-4707	5/2004
John Cassidy, 18 Low Road, Hanover	H-643-2020	School Rep
Peter L. Christie, PO Box 2, Etna	H-448-3914	Selectbd Rep

Howe Library Board of Trustees – 3 year term- Elected by Howe Corporation at Annual Meeting

Chr Richard Winters, PO Box 146, Hanover	H-643-3985	2003
Cheryl Bogosian, 15 Hemlock, Hanover	H-643-3728	2005
VChr Marilyn Crichlow, 7 Butternut Lane, Hanover	H-643-5657	2003
Joan P. Fowler, PO Box A216, Hanover	H-643-2373	2005
William Geraghty, 6 Claflin Circle, Hanover	H-643-8682	2004
William Hamilton, 1 Partridge Road, Etna	H-643-6525	2005
Edward T. Kerrigan, PO Box 314, Etna	H-643-9041	2005
Allegra Lubrano, Goodfellow Rd., Hanover	H-643-1212	2005
Treas Mado MacDonald, 19 Rip Road, Hanover	H-643-3129	2004
Ralph Manuel, 4 Willow Spring Circle, Hanover	H-643-5749	2004

Sec	Jack Nelson, 4 Ivy Pointe Way, Hanover	H-643-3246	2003
	Frederick Nothnagel, 1 Medical Ctr. Drive, Lebanon	H-795-2998	2003
	Paul S. Olsen, 22 Mulherrin Farm Road, Hanover	H-643-9329	2005
	Leslie Williamson, 1 Meadow Lane, Hanover	H-643-2440	2005
	Kate Connolly, 2 Pleasant Street, Hanover	H-643-6053	Selectbd Rep
	Marlene McGonigle, Director of Howe Library		Ex-Officio

Parking and Transportation Board – 3 year term – Appointed by Board of Selectmen

CoChr	Bill Barr, 1 Rope Ferry Road, Hanover	W-646-3396	College Rep
	Clint Bean, Chamber of Comm., Box 5105, Hanover	W-643-3115	
CoChr	David Cioffi, 20 Partridge Rd., Hanover	H-643-5234	
	Stephen R. Marion, 15 Low Road, Hanover	H-643-4230	
	Matt Marshall, Two Mile Rd., Etna	H-643-9321	
	Vacancy		Plan Bd Rep
	William R. Baschnagel, 65 Trescott Road, Etna	W-643-2972	5/2003 Selectbd Rep
	Jonathan Edwards, Planning/Zoning Director		
	Julia N. Griffin, Town Manager		
	Patrick O'Neill, Parking Division		
	UVLSRPC		
	Nick Giaccone, Police Chief		
	Peter Kulbacki, Public Works Director		

Parks and Recreation Board – 3 year term – Appointed by Board of Selectmen

Chr	Suzanne Wiley Young, 11 Rip Road, Hanover	H-643-1342	5/2003
	John Buck, 12 Courtyard, Hanover	H-643-9460	5/2003
	Aileen Chaltain, 2 Carter Street, Hanover	H-643-5261	8/2004
	Graham Clarke, 88 S. Main St., Hanover	H-643-4907	9/2005
	Bruce Genereaux, 6 Ledyard Lane, Hanover	H-643-6012	8/2004
	Jessie Shepard, 14 Greensboro Road, Hanover	H-643-5621	5/2005
	Roger Lohr, 11 Mulherrin Farm Rd., Hanover	H-643-4162	9/2005
	Judson T. Pierson, Jr., 31 Partridge Road, Etna	H-643-3279	Selectbd Rep

Planning Board – 3 year term – Appointed by Board of Selectmen

Chr	Nancy Collier, 26 Great Hollow Road, Hanover	H-643-3709	9/2003
	Monte Clinton, 118 Ruddsboro Road, Etna	H-643-9351	9/2003
	William Dietrich, 52 King Rd., Etna	H-643-3776	8/2004
	Charles Faulkner, 9 Buell Street, Hanover	H-643-3132	5/2005
	James Hornig, 10 Occom Ridge, Hanover	H-643-3766	5/2005
	Michael Mayor, 147 Three Mile Road, Hanover	H-643-3421	5/2005
	William Dietrich, PO Box 9, Etna	H-643-3776	9/2004 Alt
	Judith Esmay, 7 Read Road, Hanover	H-643-9085	8/2004 Alt
	John Manchester, 3 Cuttings Corner, Hanover	H-643-4294	9/2003 Alt
	Katherine S. Connolly, 2 Pleasant Street, Hanover	H-643-3822	Selectbd Rep
	William R. Baschnagel, 65 Trescott Road, Etna	H-643-2972	Selectbd Rep 1st Alt
	Peter L. Christie, PO Box 2, Etna	H-448-3914	Selectbd Rep 2nd Alt

Recycling Committee – 3 year term – Appointed by Board of Selectmen

	MaryAnn Cadwallader, 23 Rip Road, Hanover	H-643-1343	9/2005
	Carol Edwards, 25 McDonald Drive, Hanover	H-643-4778	9/2003
	Alice Jackson, 25 Hemlock Road, Hanover	H-643-3589	9/2003
Chr	Larry Litten, 40 School Street, Hanover	H-643-1859	2/2004
	Rohr Lohr, 11 Mulherrin Farm Road, Hanover	H-643-0920	9/2005
	Augusta Prince, 370 Kendal at Hanover, Hanover	H-643-8856	8/2004
	Peter L. Christie, PO Box 2, Etna	H-448-3914	Selectbd Rep
	Betsy Smith, PO Box 483, Hanover	W-643-3327	Public Works Rep

Peter Kulbacki, PO Box 483, Hanover W-643-3327 Dir of Public Works
 John Fay, GUVSWMD*, 96 Mill Street, PO Box 58, North Hartland, VT 05052-0058
 Elizabeth Ashworth, Project Mgr., Facilities Planning, Dartmouth College, HB 6111, Hanover
 Kate Read, Hanover Co-op, PO Box 633, Hanover
 * Greater Upper Valley Solid Waste Management District

Senior Citizen Steering Committee – 3 year term – Appointed by Board of Selectmen

Chr Chrysanthi Bien, 12 Ledyard Lane, Hanover	H-643-5524	9/2003
Dale Peters Bryant, 13 Maple Street, Hanover	H-643-1377	5/2005
Constance Carr, Gibson Road, Hanover	H-643-3518	9/2003
Raymond Klaybor, 42 Lebanon St., Apt. C1, Hanover		8/2004
Frances Cobb, 42 Lebanon Street, Apt. C3, Hanover		5/2005
Barbara Doyle, 6 Tyler Road, Hanover	H-643-3197	9/2004
Maureen Hall, 1 Mink Drive, Hanover	H-643-4215	5/2005
Dorothy King, 4 Kingsford Road, Hanover	H-643-4380	9/2003
Mary C. Kirk, PO Box 227, Etna	H-643-3113	9/2003
Helene Rothermund, 41 Berrill Farms, Hanover	H-643-5351	9/2003
Evelyn Spiegel, 15 Barrymore Road, Hanover	H-643-4353	9/2004
Peter L. Christie, PO Box 2, Etna	H-448-3914	Selectbd Rep
Dena Romero, PO Box 483, Hanover	W-643-5317	Com Counselor
Gail Schaal, 42 Lebanon Street, Hanover	W-643-5531	Senior Ctr Coordinator
Tamara Schifner, Old Courthouse 20 S. Main St., WRJ	W-646-7076	Ex-Officio
(Kathy Geraghty - Youth-in-Action, Box 445, Hanover, NH 03755)		

Supervisors of Checklist – 6 year term – Ballot Vote

Elaine Hawthorne, PO Box 483, Hanover	H-643-2988	5/2008
Louise M. Longnecker, PO Box 483, Hanover	H-643-5680	5/2006
M. Lee Udy, PO Box 483, Hanover	H-643-5906	5/2003

Upper Valley - Lake Sunapee Council Representatives

William Dietrich, PO Box 9, Etna	H-643-3776	
Martha Solow, 11 Rayton Rd., Hanover	H-643-3488	
Katherine S. Connolly, 2 Pleasant Street, Hanover	H-643-3822	Selectbd Rep

Zoning Board of Adjustment – 3 year term – Appointed by Board of Selectmen

Chr H. Bernard Waugh, 16 Pinneo Hill, Hanover	H-643-2479	5/2005
William Baldwin, 7 Prospect Street, Hanover	H-643-1236	9/2003
Michael P. Hingston, PO Box 344, Etna	H-643-2843	8/2004
Ruth J. Lappin, 603 Hanover Center Road, Hanover	H-643-1334	9/2003
William Little, 1 Woodcock Lane, Etna	H-643-9670	9/2004
Arthur Gardiner, 8 Sargent Street, Hanover	H-643-1990	5/2005 Alt
Joanna Jackson, 8 Dorrance Place, Hanover	H-643-4938	8/2004 Alt
George Spitzer, 393 Hanover Center Road, Etna	H-643-0400	9/2004 Alt
Susan D. Wood, 7 North Balch Street, Hanover	H-643-2352	9/2003 Alt

Advisory Board of Assessors

The Advisory Board of Assessors hears property tax abatement requests and makes abatement recommendations to the Board of Selectmen. Three members are elected and each serves a three-year term. The Board of Selectmen also appoints one Selectmen's representative and one alternate to serve on the Advisory Board. In calendar year 2002, two members, Richard Birnie and Robert McLaughry, left the Advisory Board after years of distinguished service to the Town of Hanover.

Activities: In calendar year 2002, the Advisory Board of Assessors met two times and heard 6 tax year 2001 abatement requests. Six recommendations were forwarded to the Selectmen. One applicant unsatisfied with the Board's decision filed an appeal beyond the local level to the Grafton County Superior Court. For tax year 2002, seven abatements were filed by the March 3, 2003 deadline.

Meeting Times: The Board schedules meetings well in advance depending on their caseload and notices all meetings.

Members: Xenia Heaton, John Hochreiter, Paul Young, Judson Pierson Jr. (Selectboard Rep) and Katherine Connolly (Alt. Selectboard Rep).

Affordable Housing Commission

The purposes of the Affordable Housing Commission are to advise the Board of Selectmen and the Planning Board and to work with other commissions, departments, and offices of the Town as necessary in order to:

- develop and recommend to appropriate Town boards permanently affordable housing policies and regulations,
- promote affordable housing policies,
- identify Town resources that could assist in the effort to provide affordable housing,
- explore and recommend partnerships with existing organizations such as Twin Pines Housing Trust and Habitat for Humanity,
- evaluate and report the effect of Town policies on affordable housing,
- represent the Town at regional meetings, and
- serve as an educational resource for the community.

The Gile Tract: Working with the Selectboard and the Planning Board, the Commission's request for rezoning of Town-owned Gile Tract to allow about 50 new affordable dwelling units was approved by Hanover voters at Town Meeting in May. With Robert A. White, landscape architect and planner, and William Bittinger as project manager, the Commission examined the site and determined that housing should be further studied on the north facing slope. The Commission's analysis of housing needs showed that households with an income of \$40,000 or less, which qualified for affordable housing under government guidelines, were a primary need; but that a comparable need existed for households with an income up to \$70,000. The former homes should, for the most part, be rentals while the latter should essentially be condominiums available for ownership. In both cases the homes should be permanently affordable and should, for the most part, be two bedrooms.

Alternative Approaches: Another committee of the Commission looked into alternative means for augmenting the supply of affordable rentals in Hanover. This study pointed out that both infill of vacant lots and rehabilitation of existing structures should be investigated. The Commission has been reviewing the potential of the old senior center for use as two affordable dwellings. Several vacant tracts have been identified as promising sites for affordable housing and further study will be conducted on these.

Long Range Plans: The extent of the lower cost housing need in Hanover is driven by several priorities:

- to accommodate the indigent elderly residents,
- to provide affordable rentals for those who live and work in town and pay more than one-third of their income for housing, and
- to house those who work in town but live elsewhere and would prefer to live in town, including the school and municipal employees, College employees, and those who keep our offices, eateries, and stores in operation.

These priorities raise important questions of fairness and justice which go to the heart of the Affordable Housing Commission's mission. The lowest paid workers carry the greatest burden of high housing costs and long commutes. The employers of this community experience great difficulty in hiring and retaining workers, increasing their costs of operation and discouraging expansion of their businesses. Problems of traffic and parking brought about by a workforce commuting to Hanover from greater and greater distances significantly impact residents of all income levels. Therefore, both good intentions and sound planning demand that the community's lack of low cost housing be addressed.

To quantify the housing needs of Hanover, a committee of the Commission is presently preparing a study that will specify the quantity and character of housing required for the next ten years and until the point of proposed build-out, as determined by the Planning Board in its Master Plan, is reached.

Members: Bruce Altobelli, Roy Banwell, Len Cadwallader, Joan Collison, William Fissinger, Charlotte Faulkner, Dick Jennings, Larry Kelly, Kim Perez, Robert Strauss, and Bill Baschnagel (Selectboard Liaison).

Bicycle/Recreation Path Committee

Appointment: The Bicycle/Recreation Path Committee was appointed in August, 1997 to make new recommendations to the Town for a bicycle route from Hanover to the Dartmouth-Hitchcock Medical Center (DHMC), and to do so by December 20, 1997. The committee made detailed recommendations on schedule, and some of the recommended improvements have been made, but the full implementation has been repeatedly delayed.

Charged: In more detail, we were charged to "See through to completion the bicycle route between DHMC and the Ledyard Bridge by interacting with NHDOT [NH Department of Transportation], NHDOT's contractors, and the Town: answering questions that may arise; and helping to see that the project proceed according to plan." Members of the committee talked to a great variety of people, including frequent and occasional cyclists, landowners, appropriate town government employees, medical center representatives, and members of the business

community. Ideas were checked out by actually biking all suggested routes. The Committee submitted its completed proposal on December 20, 1997.

The proposal was reviewed by the Selectboard, following which some changes were made to the in-town portions of the route. Later, in 1999, we met with representatives of the NHDOT, town road planners, and the Dartmouth Hitchcock Medical Center, after which additional minor modifications were made to our plan. Initial cost estimates were made, and surveying was initiated.

Bike Lanes Widened: We are pleased to report that almost all of Route 120 between the intersection of Park and Lebanon Streets and the intersection with Medical Center Drive now has widened bicycle lanes (four feet or more on both sides). Work to be completed includes the two connectors from Route 120 to the Medical Center. There will be a bike path set off from the vehicle traffic on each side of the north access road. Another connector will run from Route 120 to Mount Support Road. Bikeway construction has been delayed by right-of-way negotiations and construction at the Medical Center.

Pursuant to other items in the charge to the committee we have worked toward making the Town more bicycle friendly through correcting deficient storm grates that lie in bicycle lanes, making stoplights sensitive to the presence of bicycles, especially for left turns, and getting more and better places to park bicycles at principal destinations. We have had a little success in all of these, but much more needs to be done.

Bike Rodeo: Two of us participated in Bike Rodeo at the Ray School and intend to do so again. We participated in the statewide bicycle-way planning process. We have also worked on coordinating routes with Lebanon's bicycle committee, particularly near DHMC.

Completing the Bike Route: For the coming year our aim is to make significant progress on such issues as storm grates and getting good bicycle racks at principal destinations. We seek to convert good intentions into regular action on the matter of consulting with our committee on all new roads and all modifications (even resurfacing) of old ones to make sure that bicycle and pedestrian needs are given serious consideration. And we will do what we can to accelerate the process of completing the bicycle route from Ledyard Bridge to DHMC.

For More Information: For those who are interested in learning more, New Hampshire's Bicycle/Pedestrian Information Center has safety tips and summaries of NH bicycle laws available. Call 271-3344 or visit <http://www.nhbikeped.com>. Full text of NH laws concerning bicycles can be found in RSA 259:6 and 100; RSA 265:143-152; and RSA 266:85-89, available at libraries or at <http://tinyurl.com/6ad9>. Laws concerning pedestrians include RSA 265:11 and RSA 11:34-41.

Current Committee Members: Hugh Mellert (Chair), Charles R. Sullivan, Scot Drysdale, Robert Z. Norman, William W. Young, Carol Perera Weingeist, Steve Ketcham, and Thomas A. Linell.

Building Code Advisory Committee

The Building Code Advisory Committee advises the Building Inspector on matters pertaining to building construction, safety, codes, and technological changes. The committee also acts in the

capacity of a Building Codes appeals committee. Their combined expertise in construction is a valuable asset to the Zoning Board of Adjustment in matters of appeals regarding the Building Inspector's decisions or interpretations of code requirements or allowing the use of new technologies.

The committee heard two formal appeals in 2002:

- The first appeal was a continuation of an appeal filed in 2001 seeking relief from the requirement to enclose a swimming pool with a safety fence. The Town amended its Building Code Adoption Ordinance on September 1, 2001, eliminating the requirement of safety fences for single family pools, effectively rendering the appeal filed in 2001 moot.
- The second appeal requested the Town to determine the necessity of a fire wall on a commercial project. This complex appeal involved several meetings, site visits and extensive discussion about the intent of various code provisions. The appeal also sought input from the Town of Hanover Fire Department and the State of New Hampshire Fire Marshall's Office. This appeal has not yet been completely settled, with further evidence still needed.

The Committee was active in participation of discussions relative to establishing a Rental Housing Ordinance, offering constructive options on how to establish such an ordinance, with careful consideration to the various impacts to the owners of rental properties within the limits of Hanover.

Current discussions for the year involve understanding the impacts of the New Hampshire State Building Code relative to our own adopted ordinance. The Board will also be considering revising our local ordinance to parallel the state codes, thereby providing for one standard to be met at both the local and state levels.

The Building Code Advisory Committee consists of the following members: Bruce Williamson (chair), Randy Mudge (secretary), and Jack Wilson; two alternate seats are currently vacant and the Committee will be seeking qualified candidates for these seats.

Building Inspections:

Building Permits Issued:

	Jan.-Jun.2002	Jul.-Dec.2002	Total 2002
New One- and Two-Family Residences:			
Number of Permits Issued	7	10	17
Total Value of Permits	\$ 3,192,346	\$ 2,929,779	\$ 6,142,125
Average Permit Value	\$ 456,049	\$ 294,978	\$ 361,301
New Seasonal Residences:			
Number of Permits Issued:	0	0	0
Additions, Alterations, and Maintenance to Existing Single-Family Residences:			
Number of Permits Issued	75	87	162
Total Value of Permits	\$ 4,096,982	\$ 3,503,489	\$ 7,600,471
Average Permit Value	\$ 54,626	\$ 40,270	\$ 46,916
New Multi-Family Residences, and Additions and Alterations:			
Number of Permits Issued	4	7	11
Total Value of Permits	\$ 1,560,606	\$ 3,465,899	\$ 5,026,406
Average Permit Value	\$ 390,152	\$ 495,114	\$ 456,946

New Institutional Buildings:				
Number of Permits Issued		1	0	1
Total Value of Permits	\$ 100,000	\$ 0	\$ 100,000	
Average Permit Value	\$ 100,000	\$ 0	\$ 100,000	
Additions and Alterations to Institutional Buildings:				
Number of Permits Issued		16	22	38
Total Value of Permits	\$ 3,278,005	\$ 6,439,000	\$ 9,717,005	
Average Permit Value	\$ 204,875	\$ 292,682	\$ 255,711	
New Commercial Buildings and Additions and Alterations:				
Number of Permits Issued		16	18	34
Total Value of Permits	\$ 3,242,071	\$ 5,451,611	\$ 8,693,682	
Average Permit Value	\$ 202,629	\$ 302,867	\$ 255,697	
Demolition Permits:				
Number of Permits Issued		4	7	11
Blanket Permits:				
Number of Permits Issued		4	2	6
Oil/Gas Permits:				
Number of Permits Issued		8	8	16
All Permits:				
Total Number of Permits Issued				296
Total Value of Permits				\$37,279,689
Average Permit Value				\$ 125,945

The Community Substance Abuse Advisory Committee (CSAAC)

The Community Substance Abuse Advisory Committee (CSAAC) meets once a month during the school year. Members of the committee include the Town Manager, Chair of the Hanover Selectboard, the Hanover Police Chief, parents, and representatives from Dartmouth College and from the Hanover schools.

The committee regards substance use as a community concern rather than a problem of only college students, high school students, parents, or the Town.

The committee continues to advise "Bigger, Better, Later," an initiative to run substance-free social and recreational events which are planned by Hanover High School students under the supervision of a Dartmouth student.

CSAAC serves as consultant on the preparation of the annual Dresden Safe and Drug-free Schools Grant and as an advisor to the Hanover Alcohol Diversion Program. Meetings are open to Hanover and Norwich residents. For more information contact Dena Romero, Hanover Community Counselor, 643-5317.

Conservation Commission

The Conservation Commission's core mission is to preserve and protect the Town's natural resources. Important resources include the Town Forest, trails, wetlands and water bodies, open space, views, and wildlife habitat. The Commission is responsible to educate the public, monitor conservation easements and coordinate with other public conservation agencies. The Commission supports and advises the Board of Selectmen, the Planning Board, and the Zoning Board of Adjustment regarding project permits involving conservation issues.

Members of the Commission at year-end 2002 are Judith Reeve, Chair; Robin Carpenter, Vice-Chair; Ed Chamberlain; Douglas McIlroy; David Minsk; Anne Morris; and Michael Mayor. Alternate members are Sandra White and Kim Perez. William Baschnagel is the representative from the Board of Selectmen.

In calendar year 2002, the Conservation Commission:

- Purchased 34 acres on Moose Mountain Road to add to the town's system of protected open space.
- Compiled data from a survey of Hanover domestic water well users.
- Arranged for David Wunsch, State Geologist, to speak about water resources at a Planning Board meeting.
- Through its Trails Committee, worked on town-wide trail map, an update of the Class VI roads report by Allen King and a plan for drainage improvements on a Class VI portion of Wolfeboro Road, worked with the owner on a new trail easement at Great Hollow Park, maintained trails on town-owned land and scouted possible locations for new trail segments.
- The Open Space Committee is working with four landowners on conservation of their properties.
- Continued town energy planning and public education through the Energy Committee and Public Education Committee.
- Reviewed the larger development proposals presented to the Planning Board such as the Dewey Field parking area expansion.
- Monitored the development of the Town Master Plan update.
- Conducted 15 site visits to review and comment on proposed projects within the wetlands or water body setback for the property owners, Zoning Board of Adjustment, Planning Board, and State of NH Wetlands Bureau.
- Coordinated with and supported other conservation groups included the Purple Loosestrife Coalition, the Hanover Conservation Council, the Mascoma Watershed Conservation Council, the Appalachian Trail Conference and Upper Valley Land Trust.

The Conservation Commission's regularly scheduled monthly meetings are held on the second Wednesday of each month at 5:00 PM, in the Town Hall.

Conservation Commission Activity:

	<u>Jan-Jun 2002</u>	<u>Jul-Dec 2002</u>	<u>Total 2002</u>
Meetings	8	6	14
Public Hearings	1	0	1
Site Visits	9	6	15

Cases:			
Docks	0	3	3
Additions, structures, or fill in wetland or wetland setback	3	4	7
Total	3	7	10

Etna Library Board of Trustees

The Trustees for the Hanover Town Library, locally known as the Etna Library, are elected by the Hanover voters to oversee the library.

Members: Judy Danna, Margaret Bragg, and Mary King

Meeting Times: The first Monday of each month at 6:00 p.m. in the library. (No meeting in July)

Mission Statement: The Hanover Town Library will be an active presence in the village, providing its services to the community in a personal manner while preserving its historic building.

Ongoing Activities: The trustees provided continuing support for the services and programs offered under the direction of Librarian Barbara Prince. In addition, the trustees supervised the budget development and worked further on the various elements of the long range plan.

Long Range Plan Accomplishments: The three goals of the plan encompass programming for adults and children, building preservation, and promotion of library services/fostering of the history of the library. New programming included a children's pajama storytime. A Volunteer Appreciation program featured first-hand presentations by local residents about the library decades ago. A rotating display of handiwork by local craftspeople was added this year. Shelves were built in the corner cabinets. The board continues to explore ideas to further increase shelf space for the library's collection.

Howe Library Corporation Board of Trustees, 2003

Chair: Richard F. Winters
 Vice Chair: Marilyn Crichlow
 Treasurer: Mado Macdonald
 Secretary: Jack Nelson
 Cheryl Boghosian
 Joan Fowler
 William Geraghty
 William Hamilton

Edward Kerrigan
 Allegra Lubrano
 Ralph Manuel
 Frederick Nothnagel
 Paul Olsen
 Brian Walsh (Kate Connolly, Alt.)
 Leslie Williamson
 Marlene McGonigle, ex officio

The Board meets on the second Thursday of each month at 3:30 p.m. except during July and August. The Annual Meeting is the second Thursday in October.

Committee Highlights, 2002:

Development Program: Cary Clark, Chair. The committee's work successfully established three programs for Howe Library: Annual Fund Drive, Capital Campaign, and Planned Giving.

- **Annual Fund Drive:** Jack Nelson chairs this effort, which successfully completed the third annual drive in a difficult fundraising year.
- **Capital Campaign:** The capital campaign to support the expansion/renovation project was launched with a Steering Committee and a Capital Campaign Committee. Co-Chairs are Ralph Manuel and Joan Fowler; members are:
- **Planned Giving:** A brochure was developed and distributed at the Annual Corporation Meeting and to various area agencies.

Facilities: Stephen Marion, Chair. The committee has been active for more than 7 years. Sensitivity to other Town building needs and to the size and cost of a project acceptable to the community contributed to the delay in the process of moving ahead with an expansion project. The Corporation hired the architect of the present building, Gerrit Zwart, who came from retirement to work on the project in association with Shepley Bulfinch Richardson and Abbott of Boston. The charge is to design an expansion/renovation with approximately 12,000 more square feet within a budget of \$5 million dollars. The plans will be completed early in the spring, 2003, and meet the library's objectives in a manner that enhances the unique architectural design of the current Howe Library. In three public meetings the community has been very receptive to the design. We are optimistic about a timeline and hope to have a ground-breaking ceremony in the spring of 2004.

Advisory Task Forces: Three were organized to assist with gathering information and support for building expansion. **Children's**, chaired by Roberta and Dave Parker; **Teens**, chaired by Nancy Collier; **Technology**, chaired by Ron Boehm. The three committees have provided valuable input for the architects.

Finance: Paul Olsen, Chair. The Committee meets quarterly with the investment advisors to review the portfolio.

Governance: Bill Hamilton, Chair. The Committee updated the By-Laws and proposed changes in addition to fulfilling responsibilities to nominate the officers of the Board of Trustees.

Long Range Plan Update: Marilyn Crichlow, Chair. The committee completed the three year update to the original 1996 LRP. The update was approved by the Trustees and endorsed by the Board of Selectmen.

Non-resident Fees Committee: Ed Kerrigan, Chair. The committee recommended to the Hanover Select Board that fees for Howe Library cards remain the same.

Parking & Transportation Board

The Parking & Transportation Board advises Selectmen on matters relating to parking, traffic, public transportation, parking facility and other related activities in Hanover. Membership includes representatives from the business community, Dartmouth College, DHMC and the public at large when a volunteer is available. The Board meets monthly – usually the third Tuesday of each month – and public participation is always welcome.

Parking Facility: The 289 space parking facility at 7 Lebanon Street is open for public use seven days a week 24 hours a day, offering a mix of short and long term parking options. An attendant is on duty between 7:00AM and 9:00PM Monday through Saturday providing security and customer service. Parking is free for the first half-hour. This benefit is very popular with people who run quick errands downtown. Parking is free on Sundays and holidays and there is no attendant on those days.

Parking Operations report that even at the busiest times of day, there is an average of sixty spaces open for arriving customers. This makes the facility a good first choice to look for parking. Many people park here at night when they attend evening events in Hanover because it is well lit and staffed by a cashier until 9:00PM.

Use of the parking facility has increased in this past year from an average of 6,624 monthly visits in 2001 to 7,731 in 2002. Likewise short-term revenue has increased which reflects the facility's growing popularity.

Thompson Arena Commuter Parking: Dartmouth College has been leasing 160 spaces to the Town for commuters for the past few years. The free Advance Transit shuttlebus service from here to the downtown is well used by downtown employees. However the number of leased spaces will be reduced to 50 in the near future because the College will need spaces for its own use. These 50 spaces are guaranteed to the Town through 2004. Thus the Board will soon have to find alternative (and convenient) parking for commuters who will be displaced.

Parking For Future Commercial Development In Downtown: In the past year the Selectmen appointed a committee (Visions Committee) to study the need for future parking to accommodate inevitable commercial development in the downtown. This committee studied the feasibility of selling parking credits to satisfy zoning needs. In order to accomplish this there would have to be changes made to the Town Charter. It was decided by the Selectmen to charge the Parking & Transportation Board to study this charter change issue and to investigate the financial and physical feasibility of specific parking projects for addressing the future parking needs associated with the sale of parking credits. The Board will address these issues and report back to the Selectmen in the next year.

Planning Board

The current members of the Planning Board, as of December 31, 2002, are Nancy Collier, Chair; Charles Faulkner, Vice-Chair; Michael Mayor; Monte Clinton; and James Hornig. Alternate members are William Dietrich and Judith Esmay. Our thanks for her service go to Nancy Tierney, who recently retired from the Board. Kate Connolly, Bill Baschnagel, and Jay Pierson serve as Board of Selectmen Representative, Alternate Representative, and Second Alternate Representative, respectively. Generally, the Board hears applications on the first and third Tuesdays of each month and holds planning workshop sessions regarding the Master Plan and policy development on the second Tuesday of each month.

Major Planning Board cases included:

- Two Town projects—the Richard W. Black Community/Senior Center on South Park Street, and the new Little League Field on Grasse Road.

- Three Dartmouth College projects—the demolition of the Phi Tau fraternity house and its replacement by a new building; an increase in the amount of parking at Dewey Field; and the expansion of the chiller plant on the Medical School campus.
- Expansion and renovation of four religious institutions—Our Savior Lutheran Church, the Christian Science Church, St. Thomas Episcopal Church, and the Friends Meetinghouse.
- Major modifications or expansions to: the Bridgman Block on South Main Street, the Verizon Building on School Street, Mill Gardens on River Road, the Upper Valley Land Trust offices on Buck Road, and parking and drainage at Brook Hollow.

In addition to the 24 meetings held to conduct project reviews, the Planning Board met 19 times to continue work on the update of the Town's Master Plan. Fourteen chapters have been drafted and revised. The Board held Master Plan workshops at the Howe Library and at Trumbull Hall to discuss the major concepts with Hanover citizens. Work continues, with additional public meetings and hearings to begin in the middle of 2003. Progress to date on the Master Plan may be viewed on the Town's website, HanoverNH.org.

Members continue to be involved in the Downtown Committee's work on downtown parking and downtown streetscape. The Board also prepared zoning amendments which were considered at the Annual Town Meeting in May 2002 and the Special Town Meeting in October 2002.

Generally, the Planning Board's business meetings are held at 7:30 PM on the first and third Tuesdays of each month in the Boardroom at Town Hall. The Board's Master Plan meetings are held at 7:30 PM on the second, and also often on the fourth, Tuesdays of each month in the same location. The public is cordially invited to attend and participate in all meetings of the Planning Board.

Planning Board Activity:

	<u>Jan.-Jun.2002</u>	<u>Jul.-Dec.2002</u>	<u>Total 2002</u>
Meetings	24	19	43
Site Visits	0	1	1
Informal Discussions	4	2	6
Joint Hearing with Board of Adjustment	2	0	2
Master Plan Discussions	9	10	19
Master Plan Workshops	2	0	2
Zoning Amendment Hearings/Discussion	73	10	
Planning Board Applications:			
Minor Lot Line Adjustments	2	2	4
Boundary Agreements	0	0	0
Minor Subdivisions	0	0	0
Major Subdivisions	0	0	0
Open Space Subdivisions	0	0	0
Planned Residential Developments	0	0	0
Site Plan Reviews	9	6	15
Waivers of Site Plan Review	8	13	21
Modifications of Approval	0	3	3
Extensions of Approval	0	0	0
Plan Revocation	0	0	0
Scenic Road Hearings	0	0	0
Total	19	24	43

Recycling Committee

The Recycling Committee endeavors to help Hanover residents engage in all types of recycling by means of the town's curbside collection program, and two hazardous-waste collections, two scrap-metal collections, and a Christmas tree mulching event each year. In October the Committee co-sponsored a collection of computers and other electronics with the Upper Valley Solid Waste Management District.

The Committee publishes a biannual newsletter, which is mailed to Hanover taxpayers. Information about the recycling program is also available on the Recycling Committee's Website (www.hanovernh.org/twn_hanrecyc.html).

Curbside Program: This is the town's principal recycling program, with weekly collections from all residences. Recycling bins are available at Town Hall. In 2002, residents recycled 632 tons of cans, bottles, paper and cardboard. This kept 36 tractor-trailer loads of material out of landfills.

In the spring, the town put the recycling contract out for bids. Northeast Waste, the only company to bid, was awarded a one-year, renewable contract.

Other Recycling Activities: 116 households participated in the electronics-recycling day (21 from Hanover). More than 300 Christmas trees were collected for mulching.

Recycling Outlook: The Committee continues to look for ways to help residents recycle items that are not in the curbside program and welcomes suggestions. The market for recycled materials continues to be soft and uneven. We continue to explore regional crushing of glass for use in roadways and other fill. The Committee urges residents to find ways to reuse materials as the first choice when their original lifecycle is ended, to recycle if something is not reusable, and as a last resort, to dispose of materials safely. We also encourage the purchase of goods made from recycled materials in order to strengthen the market for our recycled items.

Meeting Times: The committee meets eight times during the year, at 8:30 a.m. on the first Tuesday of the month in the Conference Room of Town Hall. Anyone interested in attending a Recycling Committee meeting is welcome! If you plan to attend, please call a committee member to confirm the next meeting date.

Committee Members: Mary Ann Cadwallader, Peter Christie (Selectboard liaison) Carol Edwards, Alice Jackson, Larry Litten (chair), Roger Lohr, Augusta Prince, and Betsy Smith.

Senior Citizen Steering Committee (Hanover Senior Center)

The Senior Citizens Steering Committee meets at 4:00 on the first Monday of each month. The meetings are open to the public and anyone interested is welcome.

Members: Chrysanthi Bien (Chair), Dale Bryant, Constance Carr, Frances Cobb, Ray Klaybor, Barbara Doyle, Maureen Hall, Mary Kirk, Alice Richardson, Evelyn Spiegel, Helene

Rothermund, Marilyn "Willy" Black, Connie Klefos (VNA Rep.) Peter Christie (Selectboard Rep.) Dena Romero (Community Counselor) Gail Schaal (Senior Center Coordinator). We are very sorry to have lost one of our very active board members, Linda Stark.

Charitable Works: We do many works of charity including the Linus Quilt project with the Youth-in-Action, the Toy Project for the Shriner's Hospitals, and each month a committee member brings baked goods to the Hostel. This year we have also been donating goodies to the workers at the site of the new community/senior center.

Luncheons: The senior program also offers a luncheon each month which is prepared and served by members of area churches. These luncheons are very well attended and are a source of social contact for many seniors. Along with the church luncheons the Senior Steering Committee serves a Thanksgiving dinner with all the traditional fixings and this year we also served the workers at the new community center a Thanksgiving dinner and a venison lunch.

Senior Trips: We expanded our program this year to include three overnight trips. These trips were so well received that we plan to offer other trips of this nature in the future. We include day trips on a regular basis. Most include a luncheon and entertainment, theatre, boat trips etc. All events are announced in our monthly newsletter which is mailed to approximately 200 seniors.

Invitation: The Hanover Senior Citizens Steering Committee would like to invite all seniors (and others) to join all programs offered at the center and hope to see many new faces as we make the transition to the new Community/Senior Center.

Zoning Board of Adjustment

The Zoning Board of Adjustment continues to hear cases once a month, usually the fourth Thursday of the month. Deliberations follow at a publicly scheduled meeting, generally a week later. The current members of the Zoning Board of Adjustment are H. Bernard Waugh, Jr., Chair; Ruth Lappin, Vice Chair; Michael Hingston, Clerk; Lee Baldwin; and Bill Little. Arthur Gardiner, Joanna Jackson, and George Spitzer are alternate members.

Zoning cases during the year were as follows:

	<u>Jan.-Jun.2002</u>	<u>Jul.-Dec.2002</u>	<u>Total 2002</u>
Zoning & Use Permits issued:	140	170	310
Zoning Board of Adjustment:			
Meetings held	*15	12	27
Special Exceptions heard	25	21	46
Special Exceptions granted	21	17	38
Variances heard	4	6	10
Variances granted	2	3	5
Building Code Appeals heard	0	0	0
Building Code Appeals granted	0	0	0
Appeals of Administrative Decisions heard	4	6	10
Appeals of Administrative Decisions granted	2	2	4
Rehearings requested	0	4	4
Rehearings granted	0	3	3

Equitable Waivers heard	0	0	0
Equitable Waivers granted	0	0	0
RSA 674:41 hearings heard	0	1	1
RSA 674:41 permits granted	0	1	1
RSA 674:41 application dismissed	0	0	0

* Includes two joint meetings held with the Planning Board

Outside Agency Reports

Community Access Television (CATV/6)

Community Access Television (CATV/6) celebrated its 10th anniversary in April 2003. With four Upper Valley towns participating in our coverage of local government and school board meetings (Hanover, Hartford, Hartland and Norwich), we serve as the public access provider for Adelphia Communications. Our affiliation with Adelphia is governed by a PEG Access Agreement (Public, Education, Government), with the bulk of our annual operations budget coming from PEG Access fees from subscribers' monthly bills.

CATV/6 opened a second studio in October 2002. The "Upper Valley Education Connection" (UVEC) will become a second (education oriented) channel on the cable system, when Adelphia completes fiber optic wiring that will allow us to generate a signal from the new studio. Located in the Tip Top building in Hartford, VT. (85 N. Main St., Suite 142, WRJ, VT 05001, 802-295-6688), the new studio serves as the classroom for area students enrolled in video production courses through the Hartford Technical Center. It also provides video equipment for use by community members. ValleyNet has installed a public computer terminal in the UVEC studio so that students and local residents can have free, high-speed access to the Internet. CATV/6 will continue to maintain and staff its studio in Hanover, which is located downstairs on the south end of the Hanover High School (603-643-2288). Members of local civic groups and other local residents are encouraged to complete our basic training courses and use our equipment to tape events and produce shows for broadcast. Tapes of Selectboard and School Board meetings are available at Howe Library for those who do not have cable TV.

Hanover Improvement Society

(Period Ending March 31, 2003)

Despite the sagging economy, all of the activities of the Hanover Improvement Society thrived during the 2003 Fiscal year.

The Nugget: Both attendance and revenues at the Nugget Theatres increased, providing, as always, the fiscal base for all other activities. The Nugget served 130,000 patrons for the third year running and featured the majority of Academy Award nominated films including "Catch Me If You Can", "The Hours", "Chicago", and "My Big Fat Greek Wedding". A major construction project brought the aged bathrooms in the Nugget basement up to 21st century standards for elegance and functionality. The continued loyal patronage of Upper Valley movie fans

generated over \$1,000,000 in gross revenues for the fourth out of the last five years. The Nugget remains the main source of the funds required to support all of the Improvement Society's endeavors.

The Storrs Pond Recreation Area: The recreation area had a record summer in 2002 – in every respect. The number of seasonal memberships increased sharply and membership revenues also set a record. The area served as the summer recreation center for 440 families.

Programs: Much of this increased enrollment was due to the continuing popularity of the Camp Fiddlehead day camp, as members received a substantial discount off the published rate. Over 211 individuals representing 512 “camper weeks” enrolled in the program. (154 of the 211 were members). Fiddlehead takes full advantage of the woodland and natural resources of the area to introduce youngsters from 6 to 12 to joys of outdoor recreation in many of its forms. The program serves a critical role in providing a day-care alternative for the increasing number of “two-breadwinner” families in the community. 27 communities enrolled children in the day camp with 93% from the “Tri-Town Area”.

The Sid Hazelton Instructional Swimming Program thrived, once again, issuing certificates to 356 swimmers who completed the Red Cross curriculum successfully. In total, 10,157 swimming and diving lessons were given. 211 Camp Fiddlehead swimmers were among those participating in daily swimming instruction.

Camping and Picnics: During the year there were 206 picnics at the pond, serving an estimated 8,763 individuals from family groups to large corporations and alumni reunions. The 35 campsites at the Pond hosted 2,304 campers during the summer and fall from 576 reservations. Of special importance each year is the overwhelming influx of Shriners in Town for the annual parade and Vermont-New Hampshire Maple Sugar Bowl All-Star game. All together, we estimate that Storrs Pond hosted 21,133 different visitors who visited the area a total of 75,818 times!

James W. Campion, III Ice Skating Rink: Utilization of the Campion Rink inched ever closer to saturation, as Dick Dodds and his skating instructors introduced new programs for hockey players, figure skaters, and adults seeking winter-time exercise. The time is fast approaching when we will have to find alternative skating surfaces to handle the demand for “ice time”! In the 2002-2003 winter season, users rented 2,092 hours of ice time, compared to 1,965 a year ago as well as 400 hours of Campion Rink programs. Much of the incremental time used was in “off-peak” and school hours when demand had historically been low.

The Rink Management Committee has received a go-ahead from the Improvement Society Board to install dehumidification equipment at the Rink this coming summer. The object is to reduce humidity and wear and tear on the physical plant from condensation in the early and late season, and to facilitate maintenance of the ice surface. There will also be saving in energy and the ability to extend the season. Tentative plans are to add three weeks to the skating season in the fall and winter of 2003-2004.

A major compressor, acquired originally from the Davis Rink at Dartmouth, was rebuilt and is now in “like new” condition, despite it's 50 year age, The Society also installed a water-saving system to save money and lessen Rink's burden on local sewer and water systems. This coming summer, the parking lot will be paved and landscaped in order to facilitate maintenance, improve its appearance, and provide more orderly and organized parking.

Donations: The Society continued to donate significant help to worthwhile efforts to beautify the Town and nurture its citizens of all ages. The Garden Club effort to develop and maintain Town gardens received \$10,000 in FY 2003. The maintenance of Occom Pond for outdoor

family skating was subsidized, once again, with a \$10,000 gift to the College who is responsible for the maintenance. (Occom Pond skating has been a high-priority item for the Society for more than half a century!) The annual Occom Pond Party, the Old Fashioned Fourth of July, and CATV-6, also received significant support. By far, the most significant donation from the Society to the Region is its annual subsidization of the Storrs Pond Recreation Area. In FY 2003 that gift was slightly in excess of \$130,000.

Another major contribution of FY 2003 was a pledge of \$100,000 to the new Black Senior/Community Center to be paid over a five-year period, supplemented by an additional contribution in the name of long-time Improvement Society member, Willy Black, who led the fund-raising effort.



Lewis J. Bressett – 1918 to 2003

The loss of Lewis J. (“Lou”) Bressett in January 2003 was devastating to the community and the Society. The beloved “Honorary Mayor” was an architect of much we take for granted about modern-day Hanover and its municipal government. “Lou” also served the Improvement Society for 45 years as a Board Member and then President for 18 years.

He was the third President of the Society, succeeding Dave Storrs (1922 to 1949) and “Pete” Cavaney (1949 to 1973). During his active years with the Society Board the land on all sides of the present Improvement Society building was acquired and protected for future expansion and modernization of the downtown. Today, it houses the present Fleet Bank building, the large municipal parking lot and parking platform behind Fleet, the Nugget, and the Nugget Arcade Building.

The Nugget Arcade, built during the Cavaney Presidency, was sold during Lou’s era to create an on-going investment fund for the Society. These investments are the source of all of the charitable donations of the Society.

The structure, character, and fiscal well being of the Society will forever remain a tribute to Lou’s energy and leadership. Lou presided over the changes in the By-Laws that, for the first time, admitted women to the membership and to the Board of Directors. It was during his administration that the concept of rotating Board terms and limitations was introduced to encourage new ideas and perspectives that would be reflected in the actions of the Society.

Lou truly prepared the Society for the 21st Century and for the growth it has exhibited in recent years.

Lou presided over the renovation of Main Street; encouraged a major contribution to the DHMC to fund the construction of the Office of the Volunteer Coordinator; recommended significant funding of the Campion Rink, and supported the assumption of the Rink's operating responsibilities by the Society.

In recognition of decades of discussion and debate regarding a town-parking garage, led primarily by "Lou" and Jim Campion, the new garage behind 7 Lebanon Street, became a reality in 2000, and was dedicated to "Lou". Out of respect for Lou's leadership and tireless efforts to develop a municipal garage, the Society donated \$200,000 to that project.

The expansion and beautification of Storrs Pond in the 1980's was also accomplished largely under his leadership.

Working with Doris Ferguson, Lou helped negotiate the ultimate agreement with Kendal that resulted in the sale of the Ferguson land to the Kendal Corporation, and the development of the residential community now so prominent in the life of the community. The Society gained a significant piece of land across from Kendal from Mrs. Ferguson in recognition of this assistance, and the "Ferguson Field" now serves as a conservation easement for the Town of Hanover, and a priceless extension of the natural resources bordering the Storrs Pond area.

In all of these efforts, and throughout his life of service to the Town, "Lou" exhibited rare qualities of honesty, fairness, good-humor, and genuine concern for the welfare of the community. He was selfless in his dedication of time and resources to the cause. Perhaps most importantly, he was an effective facilitator of Town/Gown relationships in a community where shared values and goals continue to be so important.



Notes...

Chapter 5

Miscellaneous Information

2002 Legal Expenses and Litigation Summary

<u>Case/Type</u>	<u>Plaintiff Attorney</u>	<u>Defendant Attorney</u>	<u>Town Legal Expenses</u>	<u>Outcome</u>
Babcock Property damage claim	Charles Morang	Walter Mitchell	\$ 1,185	Settled
Bell Atlantic /Verizon Tax dispute	Scott Harris	Timothy Bates	\$ 188	Pending
Drubel Appeal of Zoning Board Decision	William Clauson	Walter Mitchell	\$ 4,060	For Plaintiff; Remanded to ZBA
Fredyma I – XI	Jack Fredyma, pro se	Walter Mitchell	\$ 4,517	Of those cases decided, by Court, all for the Town. One case settled.
Montgomery Zoning related Claims	William Clauson	Walter Mitchell	\$ 5,557	Pending
Adelphia Cable Franchise Agreement Renewal		Robert Ciandella	\$ 6,632	Pending
General Legal Advice		Adele Fulton Walter Mitchell Charles Bauer Total General Legal Advice	420 23,483 \$ 5,045 <u>\$28,948</u>	
		Total	<u>\$51,087</u>	

**Town of Hanover
Rate and Fee Schedule**

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>2000-01</u>	<u>Fee 2001-02</u>	<u>2002-03</u>
Community Counseling	Alcohol Diversion			
	Ages 12-15	\$150.00	\$150.00	\$150.00
	Ages 16-20	\$200.00	\$200.00	\$300.00
	Penalty to Reschedule 2 nd Session		\$ 75.00	\$ 75.00
Fire	Fire Crowd Control	Cost +35 %	Cost +35 %	Cost +35 %
	Hydrants (Private)	\$620.00 /Yr.	\$866.00 /Yr.	\$866.00 /Yr.
	Annual Monitoring Fee - Master Fire Box	\$300.00	\$300.00	\$300.00
	False Alarm Charge Fire Service Alarm	\$100.00	\$100.00	\$100.00
	Rescheduling of Fire Alarms or Sprinkler Acceptance Test because of contractor/owner not being ready for test	\$200.00	\$250.00	\$250.00
	<u>Project Requiring Outside Consulting Assistance</u>			
	Where outside consulting services for plan review, testing or inspection are required, the applicant shall be responsible for the full cost plus a 10% administrative charge.			
	Per Capita- Hanover	\$ 9.00	\$ 9.00	\$ 12.10
	Per Capita- Lyme	\$ 11.90	\$ 11.90	\$ 12.10
	Per Capita- Norwich	\$ 11.90	\$ 11.90	\$ 12.10
Fire-Ambulance	Copies-Report (1-4 pages)	\$ 10.00	\$ 10.00	\$ 10.00
	(> 4 pages)	\$10.00 + \$.50/page over 4 pages		
Treatment w/transport	Basic Life Support-Resident (+ \$8.25 per mile)	\$190.00+	\$190.00+	\$275.00+
	Basic Life Support-Non-Resident (+\$8.25 per mile)	\$215.00+	\$215.00+	\$325.00+
	Advanced Life Support 1-Resident (+\$8.25 per mile)	\$240.00+	\$240.00+	\$325.00+
	Advanced Life Support 1-Non Res. (+\$8.25 per mile)	\$275.00+	\$275.00+	\$375.00+
	Advanced Life Support 2-Resident (+\$8.25 per mile)			\$475.00+
	Advanced Life Support 2-Non Resident (+ \$8.25 per mile)			\$525.00+
	Special Care Transport (+ \$8.25 per mile)			\$575.00+
	Advanced Life Support		\$ 50.00	\$ 50.00
	Oxygen Charge*	\$ 45.00	\$ 45.00	\$ 45.00
Treatment/ no transport	Defibrillation*	\$ 70.00	\$ 70.00	\$ 70.00
	Esophageal Obturator Airway*	\$ 70.00	\$ 70.00	\$ 70.00
	Endotracheal Tube Administration*	\$ 70.00	\$ 70.00	\$ 70.00
	Cardiac Monitoring*	\$ 90.00	\$ 90.00	\$ 90.00
	IV/Drug Administration*	\$ 75.00	\$ 75.00	\$ 75.00
	Medications*	\$ 50.00	\$ 50.00	\$ 50.00
	Special Event Standby *	\$ 90.00 /hr.	\$ 90.00 /hr.	\$ 90.00 /hr.

* Same rate would apply with or without ALS transport

Rate and Fee Schedule

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>2000-01</u>	<u>Fee 2001-02</u>	<u>2002-03</u>
Gen. Admin.	Copies - single page	\$.25	\$.25	\$.25
	Copies - Appraisal Card:			
	- Property Owner	\$ 1.00	\$ n/c	\$ n/c
	- Other	\$ 1.00	\$ 1.00	\$ 1.00
Taxpayer Terminal	Copies - Warranty Deed	\$ 2.00	\$ 2.00	\$ 2.00
- prints 2 pages	Copies - Tax Map	\$ 2.00	\$ 2.00	\$ 2.00
	Copies - Tax Bills	\$ n/c	\$ n/c	\$ n/c
	Copies - Customized Reports: (printouts from assessment dbase)			
	- Tax Map Listing	\$ 35.00	\$ 35.00	\$ 35.00
	- Valuation Listing	\$ n/c	\$ n/c	\$ n/c
	- Checklist	\$ 25.00	\$ 25.00	\$ 25.00
	- Mailing Listing	\$ 35.00	\$ 35.00	\$ 35.00
	Labels - per page	\$.35	\$ 0.35	\$ 0.35
	Diskette- Any of above	\$ 25.00	\$ 25.00	\$ 25.00
	Hanover Code of Ordinances			
	and Regulations	\$ 10.00	\$ 10.00	\$ 10.00
	Hanover Master Plan	\$ 10.00	\$ 10.00	\$ 10.00
	Zoning Ordinance + Map	\$ 5.00	\$ 5.00	\$ 7.00
	Subdivision Regulations	\$ 3.00	\$ 3.00	\$ 3.00
	Site Plan Regulations	\$ 3.00	\$ 3.00	\$ 3.00
	Building Code Ordinance	\$ 1.00	\$ 1.00	\$ 3.00
	Flood Plain Maps	\$ 3.00	\$ 3.00	\$ 3.00
	Open Space Maps	\$.50	\$.50	\$.50
	Zoning Maps	\$ 2.50 /ea.	\$ 2.50 /ea.	\$ 2.50 /ea.
	General, Town/Urban Maps	\$ 2.50 /ea.	\$ 3.00 /ea.	\$ 3.00 /ea.
	Notary Public	\$ 2.00	\$ 2.00	\$ 2.00
	Vendor Permit - Daily	\$ 8.00	\$ 15.00	\$ 15.00
	Vendor Permit - (Minimum Bid)	\$1,500.00	\$1,500.00	\$2,250.00
	9 Month (March 1 - Nov. 30)			
	Pole License	\$ 10.00	\$ 10.00	\$ 10.00
	Articles of Agreement	\$ 5.00	\$ 5.00	\$ 5.00
	Vital Statistics	\$ 10.00	\$ 12.00	\$ 12.00
	Wetlands Application	\$ 10.00	\$ 10.00	\$ 10.00
Highway	Driveway Permits	\$ 30.00	\$ 50.00	\$ 50.00
	Private Construction			
	Class VI Highway Permit	\$100.00	\$ 100.00	\$ 100.00
	Excavation Permits	\$ 50.00	\$ 50.00	\$ 50.00
Howe Library	Fines (books)- day	\$.05	\$.05	\$.05
	- day (after 2nd notice)	\$.10	\$.10	\$.10
	Fines (videos, CD Roms, art prints			
	and reference books) - day	\$1.00	\$ 1.00	\$ 1.00
	Interlibrary loan (all			
	fee payers - per item)	\$ 10.00	\$ 10.00	\$ 10.00
Howe & Etna	Non-resident family (1 Yr.)	\$100.00	\$100.00	\$100.00
Libraries	Non-resident family (3 mos.)	\$ 35.00	\$ 35.00	\$ 35.00
	Non-resident Senior Citizen			
	(65 or older)	\$ 75.00	\$ 75.00	\$ 75.00

Rate and Fee Schedule

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>2000-01</u>	<u>Fee 2001-02</u>	<u>2002-03</u>
Howe & Etna Libraries (cont'd)	Dresden Student Card			
	(Dresden Tuition Student*)	\$ 15.00	\$ 15.00	\$ 15.00
	Childcare providers - resident: A proportion of the \$100 fee based on percentage of non-resident children attending the daycare whose families do not have Howe Library memberships (with borrowing limits).			
	Childcare providers -			
	Non-resident:	\$100.00	\$100.00	\$100.00
	(with borrowing limits)			
	*Paid by school, not by student.			
Planning & Zoning	Building Permits:			
	Moving or Demolition	\$ 50.00	\$ 50.00	\$ 50.00
	Blanket Permit per			
	Project (Sec. IX)	\$ 25.00	\$ 25.00	\$ 25.00
	Sign	\$ 25.00	\$ 25.00	\$ 25.00
	Re-inspection	\$ 50.00	\$ 50.00	\$ 50.00
	Minimum Permit Fee	\$ 25.00	\$ 25.00	\$ 25.00
	Single Unit Residential Items	\$ 25.00	\$ 25.00	\$ 25.00
	Swimming Pool in addition			
	to Zoning Permit Fee	\$ 25.00	\$ 25.00	\$ 25.00
	Single Family Houses			
	{per square foot}	\$ 0.40	\$ 0.40	\$ 0.40
	Non-habitable Accessory	\$ 0.25	\$ 0.25	\$ 0.25
	Structure (per sq. ft.)			
	Gas installation/replacement	\$ 25.00	\$ 25.00	\$ 25.00
	(stand alone)			
	Oil installation/replacement	\$ 25.00	\$ 25.00	\$ 25.00
	(stand alone)			
	Effective July 1, 1999			
	Commercial, Institutional, Multi-Family, and other non-single-and-two-family-residential construction, additions, renovation, alternations (per \$1,000 of construction cost):			
	portion of construction cost up to \$10,000,000		\$5.00	\$5.00
	portion of construction cost between \$10,000,001 and \$20,000,000		\$3.35	\$3.35
	portion of construction cost exceeding \$20,000,000		\$1.65	\$1.65
	<u>Project Requiring Outside Consulting Assistance</u>			
Where outside consulting fees for plan review, testing or inspection, exceed 1/3 of the building permit fee, the applicant shall be responsible for such costs in excess of 1/3 of the building permit fee.				
NOTE: One (1) hour Consultation Time from Public Works Director or Highway Superintendent will be charged at \$30.00 per hr.				
Zoning:	Permit*	\$ 20.00	\$ 25.00	\$ 25.00

Rate and Fee Schedule

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>2000-01</u>	<u>Fee 2001-02</u>	<u>2002-03</u>
Zoning Board:	Hearing**			
	Special Exception	\$100.00	\$150.00	\$150.00
	Variance	\$100.00	\$150.00	\$150.00
	Appeal of Admin. Decision	\$100.00	\$150.00	\$150.00
	Equitable Waiver		\$150.00	\$150.00
	Hearing under RSA 674:41		\$150.00	\$150.00
	Rehearing (Refunded if relief granted)		\$ 50.00	\$ 50.00

* Included in Zoning Permit:

Storage Shed, Fence, Temporary Trailer, Garage, Sign, Retaining Wall, Awning or Canopy.

** Plus actual cost of notifying abutters.

Planning Board	Subdivisions, all types *		\$200 + \$100/lot	
	Site Plan Review, including Non-Residential, Multi-Family, and Continuing Care Retirement Communities:			
	Base Fee *		\$500.00	
	Plus additional as shown, based on the estimated full cost of construction (ECC) as verified by the Building Inspector:			
	\$0 to 2.50 million ECC		\$5/\$10,000	of ECC
	\$2.51 million to 5.00 million ECC		\$4/\$10,000	of ECC
	\$5.01 million to 10.00 million ECC		\$3/\$10,000	of ECC
	\$10.01 million to 15.00 million ECC		\$2/\$10,000	of ECC
	\$15.01 million to 20.00 million ECC		\$1/\$10,000	of ECC
	over 20.00 million ECC		\$0/\$10,000	of ECC
	Modifications to any of above		\$200.00	
	Minor Lot Line			
	Adjustment*	\$ 75.00	\$100.00	\$ 100.00
	Boundary Agreements*	\$ 75.00	\$100.00	\$ 100.00

*Plus actual cost of notifying abutters. Costs of notifying abutters are in addition to the fees shown and are directly based on actual cost of postage. The current fee is \$4.25. (** Amended 1/22/01)

Police	Pistol Permit (4 Yr.)	\$ 10.00	\$ 10.00	\$ 10.00
	Use of Cruiser -			
	per mile charge	\$.25	\$.25	\$.25
	Special Services -			
	Police Personnel	\$ 27.00	\$ 28.00	\$ 28.00
		+35%	+35%	+35%
	Reports (Flat Fee)	\$10.00	\$ 10.00	\$ 15.00
	Fingerprints (Non-Resident)		\$ 15.00	\$ 15.00
	Photographs (8 x 10 b/w)	\$ 7.00	\$ 7.00	\$ 8.00
Police - Alarms	Connection Fee - one			
	time charge	\$ 25.00	\$ 25.00	\$ 25.00
	Annual Monitoring Fee	\$300.00	\$400.00	\$400.00
	Pro-rated Monthly			
	Monitoring Fee	\$ 25.00	\$ 33.00	\$ 33.00
	Police Service -			
	- Residential	\$ 25.00	\$ 50.00	\$ 50.00
	- Commercial	\$ 50.00	\$ 50.00	\$ 50.00
	Penalty Charge for			
	Inaccurate Call List	\$ 10.00	\$ 10.00	\$ 10.00

Rate and Fee Schedule

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>2000-01</u>	<u>Fee</u> <u>2001-02</u>	<u>2002-03</u>
Police – Animal Control	Dog License			
	Neutered Male & Female;			
	Puppies (under 7 mos.)	\$ 6.50	\$ 6.50	\$ 6.50
	Unneutered Male/Female	\$ 9.00	\$ 9.00	\$ 9.00
	First Dog – Sr. Citizen Owner		\$ 3.00	\$ 2.00
	Late Fee per month after May 31			\$ 1.00
	Nuisance Dog		\$ 25.00	\$ 25.00
	Menace Dog		\$ 50.00	\$ 50.00
	Vicious		\$100.00	\$100.00
	Unlicensed Dogs	\$ 25.00	\$ 25.00	\$ 25.00
	Group License -			
	five (5) dogs or more	\$ 20.50	\$ 20.50	\$ 20.50
	Lot Rentals:			
	Peripheral Space Rentals		\$ 45.00	\$ 45.00
Police - Parking	CBD Space Rentals		\$ 75.00	\$ 75.00
	Facility Space Rentals Level 2W		\$125.00	\$125.00
	Facility Space Rentals Level 3		\$100.00	\$100.00
	Facility Space Rentals Level 4		\$ 85.00	\$ 85.00
	ZBA Required Monthly			
	Lot Rentals	\$ 75.00	\$ 75.00	\$ 75.00
	Temporary Permits	\$ 7.50 /day	\$ 7.50 /day	\$ 7.50 /day
	Annual Parking Permit			
	Replacement of Misplaced Permits	\$ 10.00	\$ 10.00	\$ 10.00
	Lost/Unreturned Parking Permits	\$ 10.00	\$ 10.00	\$ 10.00
	Parking Structure – Short Term Rates		<u>Period</u>	<u>Rate*</u>
			1 st Half Hour	Free
			2 nd Half Hour	\$0.50
			2 nd Hour	\$0.75
			3 rd Hour	\$1.00
			4 th Hour	\$1.00
			5 th Hour	\$1.50
			6 th Hour	\$1.50
			7 th Hour	\$1.50
			8 th Hour and Over	\$2.00
	Meter Violations -			
	- Expired Meter	\$ 5.00	\$ 10.00	\$ 10.00
	- Fine After 14 Days	\$ 10.00	\$ 10.00	\$ 20.00
	- Fine After 28 Days		\$ 30.00	\$ 30.00
	- Overtime Violation			
	(2 hr. zone)	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days			\$ 50.00
	- Overtime Meter Feeding	\$ 5.00	\$ 10.00	\$ 10.00
	- Fine After 14 Days	\$ 10.00	\$ 20.00	\$ 20.00
	- Fine After 28 Days			\$ 30.00
	- 2nd Meter Ticket This Date	\$ 10.00	\$ 15.00	\$ 15.00
	- Fine After 14 Days	\$ 20.00	\$ 30.00	\$ 30.00
	- Fine After 28 Days		\$ 40.00	\$ 40.00
	- 3rd Meter Ticket This Date	\$ 30.00	\$ 30.00	\$ 30.00

Rate and Fee Schedule

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>2000-01</u>	<u>Fee</u> <u>2001-02</u>	<u>2002-03</u>
Police - Parking	- Fine After 14 Days	\$ 30.00	\$ 60.00	\$ 60.00
(cont'd)	- Fine After 28 Days		\$ 70.00	\$ 70.00
	- Towing Charge	\$ 50.00	\$ 50.00	\$ 50.00
	- Fine After 14 Days	\$100.00	\$100.00	\$100.00
	- Fine After 28 Days		\$110.00	\$110.00
	Summons Surcharge – (Certified Mailer + Postage)		\$ 5.00	\$ 5.00
*This replaces "Subsequent Meter Violations This Date"				
	Parking Violations -			
	- Handicapped Space	\$ 125.00	\$125.00	\$125.00
	- Fine After 14 Days	\$ 250.00	\$250.00	\$250.00
	- Fine After 28 Days		\$260.00	\$260.00
	- No Parking 12:01 A.M. - 7:00 A.M./2 A.M. - 6 A.M.	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Parking in Prohibited Zone	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Parking in Prohibited Zone (Enhanced Fine)		\$ 30.00	\$ 30.00
	- Fine After 14 Days		\$ 60.00	\$ 60.00
	- Fine After 28 Days		\$ 70.00	\$ 70.00
	- No Town Permit	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Left Wheels to Curb	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Loading/Bus Zone	\$ 55.00	\$ 75.00	\$ 75.00
	- Fine After 14 Days	\$ 80.00	\$150.00	\$150.00
	- Fine After 28 Days		\$160.00	\$160.00
	- Improper Parking	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Other	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Boot Removal Fee			\$ 50.00
Public Grounds	Cemetery Lots -	\$300.00	\$300.00	\$300.00
	Interment -	\$350.00	\$350.00	\$350.00
	Cremation -	\$ 75.00	\$ 75.00	\$ 75.00
	Foundation -	\$100.00	\$100.00	\$100.00
Public Works	Project Inspection			\$55.00

Hanover Recreation Fee Structure

Call Recreation Department
(643-5315) for current fee schedule

Non-resident fee: \$10.00 above Residents fee or double the fee

Athletic Programs: See below

There is an additional \$5.00 fee charged for registrations after the deadline

(Non-Athletic) Programs:
Adult & Youth

Set based on instructors cost and administrative and materials cost.

Instructional Programs:

Revenue is allotted by 70%/30%
70/30% The instructor can make 70% of revenue up to a maximum of \$65.00 per/hr after expenses
\$20.00 Residents \$30.00 Non-Residents

Instructional Athletic Programs:

Playground: (7 wks)

\$105.00 Residents (\$15/wk) \$3/day x 5 days x 7 weeks

(When Playground Registration starts in Spring 2003)

\$210.00 Non-Residents
½ Day Fee: \$10.00 Residents \$30.00 Non-Residents

Circle H Camp for Youths entering Kindergarten

Residents only \$75.00 for three days a wk/7 wks.

Mini-Camp:

\$10.00 per day – Residents (\$50/wk)
\$20.00 per day – Non-Residents (\$100/wk)

Community Center Rental:
(New Fee Structure when new Center opens)

Youth Groups: Contribution
Adult Groups: Minimum of \$5.00 per use

Athletic Field Rental:

Up to \$100.00 per field per day

Rental of Equipment:

Up to \$25.00 for use of Equipment based on groups

Basketball Tournament Fees:

\$25.00 per team

Recreation Middle School Dances \$4.00 Admission

ATHLETIC PROGRAMS:

Baseball, Softball, Soccer, Basketball,
Field Hockey, Volleyball, Track

\$30.00 Residents \$40.00 Non-Residents
Grades 7/8 – Norwich pays Resident Fee

Girls Lacrosse

\$40.00 Residents \$50.00 Non-Residents

Boys Lacrosse

\$50.00 Residents \$60.00 Non-Residents

Football

\$35.00 Residents \$45.00 Non-Residents

Adult Softball

Entry fee: \$20.00 per game
Player fee: \$ 8.00 Residents
\$16.00 Non-Residents

Rate and Fee Schedule

Sewer		2001-2002 Sewer Rate Structure	2002-2003 Sewer Rate Structure
Meter Size	Annual Capacity Charge	Usage Per 1000 CF	Usage Per 1000 CF
5/8"	\$ 85.00	\$ 11.97	\$ 11.97
3/4"	\$ 128.00	\$ 11.97	\$ 11.97
1"	\$ 213.00	\$ 11.97	\$ 11.97
1 1/4"	\$ 319.00	\$ 11.97	\$ 11.97
1 1/2"	\$ 425.00	\$ 11.97	\$ 11.97
2"	\$ 680.00	\$ 11.97	\$ 11.97
3"	\$1,275.00	\$ 11.97	\$ 11.97
4"	\$2,125.00	\$ 11.97	\$ 11.97
6"	\$4,250.00	\$ 11.97	\$ 11.97
Average Domestic Bill (275 gallons/day)		\$ 245.61	\$ 245.61
Unmetered (includes 25% surcharge)		\$ 307.01	\$ 307.01

Dept./Board	Type Of Fee	Fee 2000-01	2001-02	2002-03
Sewer (cont'd)	Connection Fee for Connection to Hanover sewer system (basic fee of \$200.00 includes one (1) inspection) and recapture fee of \$285.00 per equivalent user	\$388.00	\$ 454.00	\$485.00

Recapture Fee Table

Recapture fee covers the cost of the past five fiscal years capital costs and contributions to reserve, as well as, loan repayment for the Wastewater Treatment Facility improvements

The Recapture Fee is based upon the number of Equivalent Users contributing sewage from a service connection

One Equivalent User is defined as a three bedroom house contributing 150 gpd/bedroom or 450 gpd

Recapture Fee for 2001-2002 is -- \$285.00/EU

The Recapture Fee will be determined by dividing the peak day flow by 450 and multiplying by the EU Fee

The following are flows which shall be used to estimate the peak day flow from a sewer connection

GPD = gallons per day

Description	GPD	Units
Airport	5	person
Apartment		
Studio	225	
Per Bedroom	150	bedroom
Bar/Lounge	20	seat
Bed & Breakfast	60	Bedroom
Camps		
Campground w/ comfort station	25	site
Recreation Trailers	90	site
Construction Camp	50	site
Day Camp no meals	15	site
Resort Camp (night & Day) limited plumbing	50	person
Dining Facility Only	25	person
Luxury Camp	100	person
Juvenile Camp	50	person
Caterers	12	patron
Church		
Sanctuary	5	seat
Church Suppers	12	seat
Country Club		
Member	100	person
Non-member	25	person
Dentists		
Chair	200	each
Staff	35	employee
Doctors Office		
Patient	10	each
Staff	35	employee
Dwelling		
(two bedroom minimum)	150	per bedroom
Rooming House with meals	60	bedroom
Rooming House without meals	40	bedroom
Factories (excluding industrial waste)		
Light industry w/o cafeteria or showers	20	employee
Light industry with cafeteria no showers	25	employee
Light industry with cafeteria and showers	35	employee
Warehouse	35	employee
Fire station		
Without floor drain or food preparation	5	employee
Floor Drain	not allowed - 100% surcharge	

Recapture Fee Table

Description	GPD	Units
Gyms		
Participant	10	Each
Spectator	3	each
Hairdressers		
	150	chair
	35	employee
Hospital		
Bed	250	Bed
Hotel & Motel		
single bed	100	bed
double bed	200	bed
Institutions other than hospital	125	bed
Laundromats, coined operated	500	machine
Nursing Homes	125	bed
Office Building		
W/O cafeteria	15	Employee
With cafeteria	20	employee
Unspecified Office Space	15	100 SF
Picnic Parks		
Bathroom only	5	person
Bath house, showers and toilets	10	person
Restaurant		
Eat-in with bathroom and kitchen waste	40	
Eat-in paper service, plus toilet and kitchen waste	20	
Kitchen waste only	3	
Bars and lounges	20	seat
Bars and lounges	35	employee
Function Rooms	12	
School		
Boarding	100	
Day, without gym, cafeteria or showers	15	
Day, without gym, showers and cafeteria	20	
Day, with gyms, showers and cafeteria	35	
Service Stations	10	vehicle
Shopping Centers:		
Large Dry Goods	5	100 SF
With meat dept. with garbage grinder	7.5	100 SF
With meat dept. w/o garbage grinder	11	100 SF
small dry goods	100	Each

Recapture Fee Table

Description	GPD	Units
Swimming Pools	1000	800 SF
Tennis Courts	250	
Theatres	5	seat
Workers		
Construction (at semi-permanent camps)	50	Employee
Day at schools and offices without cafeteria	15	employee

Information Source for above data: State Regulations for Septic Design, Env-Ws 1008.02 (b)

Additional Inspection (per inspection)	\$ 25.00	\$ 25.00	\$ 25.00
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Disposal -

Solid Waste

Dump ticket and surcharge to refund recycling programs	\$ 1.50 per 42 lbs.	\$ 1.50 per 42 lbs	\$ 1.50 per 36 lbs.
Tire Disposal - See Town Clerk			

Disposal -

Septage

Resident - per 1,000 gal.	\$110/1,000 gallons	\$110/1,000 gallons	\$110/1,000 gallons
Non-resident - per 1,000 gal.	\$130/1,000 gallons	\$130/1,000 gallons	\$130/1,000 gallons
Non-resident Banned Land Application per 1,000 gallons	\$200/1,000 gallons	\$200/1,000 gallons	\$200/1,000 gallons

* Subject to negotiation depending on the needs of the user.

Approved: 07/18/02

Revised Rates & Fees Effective: 07/01/02

2002 HANOVER TOWN MEETING
Tuesday, May 14, 2002
Hanover High School Gymnasium

The annual Town Meeting of the Town of Hanover, New Hampshire convened on May 14, 2002 at 7:00 am by the Town Moderator, Harry Bird, at the Hanover High School Gymnasium. Moderator Bird explained the polls would be open from 7:00 am until 7:00 pm for the purpose of voting for candidates for Town Offices and for all other articles requiring vote by official ballot as set forth in Articles One through Fourteen of the Town Meeting Warrant.

Moderator Bird advised hearing assistive devises were available for those with hearing impairments.

After the polls were closed at 7:00 pm, the following fourteen articles voted on throughout the day were tabulated.

ARTICLE ONE: To vote (by nonpartisan ballot) for the following Town Officers:

Two Selectmen, each to serve for a term of three (3) years:

Peter L. Christie	765 (elected)
John L. Currie	467 (defeated)
Philip D. Harrison	167 (defeated)
Brian F. Walsh	920 (elected)

One Treasurer to serve for a term of one (1) year:

Michael J. Ahern 1188 (elected)

One Library Trustee to serve for a term of three (3) years:

Mary Sullivan King 1192 (elected)

One Supervisor of the Checklist to serve for a term of six (6) years:

Elaine K. Hawthorne 1216 (elected)

One Moderator to serve for a term of two (2) years:

Marilyn "Willy" Black 1169 (elected)

One Trustee of Trust Funds to serve for a term of three (3) years:

Paul B. Gardent 1179 (elected)

ARTICLE TWO: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 1. The following question is on the official ballot:

"Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 1 would establish a new zoning district, Downtown "D" consisting of two parts, Downtown Core "D-1" and Downtown Edge "D-2", each allowing mixed residential and commercial development, with D-2 allowing a lower density and requiring a larger proportion of residential use of property so as to be compatible with adjacent neighborhoods. This amendment includes new sets of uses to promote residential intensification, front setbacks established by map reference to increase variety along the street, building mass controlled by floor area ratios rather than density controlled by minimum lot size, modifications to the parking controls to create a system of parking credits, simplification of parking calculations, and a number of "housekeeping" changes. These Downtown "D" zoning districts would replace the majority of the existing "B-2" Central Business and "GR-1" General Residence zoning districts in the vicinity of South Main, Lebanon, Allen, and East South Streets, Currier Place, and Sanborn Lane; land currently zoned "B-2" on the north side of Lebanon Street and a currently "GR-1" zoned lot on Hovey Lane near Sanborn Lane would become part of the "I" Institutional zoning district; and a lot on

Currier Place and small rear portions of lots fronting East South Street currently zoned "SR-2" Single Residence would become part of the proposed "D-2" zoning district.

At Public Hearings held on April 2 and 9, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 735 NO 698 ARTICLE PASSED

Recount requested by petition.

Recount held May 27, 2002.

RESULTS: YES 739 NO 712 ARTICLE PASSED

ARTICLE THREE: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 2. The following question is on the official ballot:

"Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 2 would amend sections 317.1 F and J and sections 317.3 B and F to allow signs which project perpendicularly from a building, to allow either the name of a business or the logo of a business on awnings and establishing size limitations for both, to replace the 100 square feet limit with a 200 square feet limit on signage per building with a 25 square foot cap for each sign, and to allow up to a 100 square foot limit for buildings with less than 100 foot street frontage; and to increase the number of temporary signs from 3 to 5 per building. This amendment would also add a new section 317.3 G which would allow as a permitted use one sign per alley hung over the alley above an established minimum height but limited to 15 square feet per building and 30 square feet per sign.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 780 NO 638 ARTICLE PASSED

ARTICLE FOUR: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 3. The following question is on the official ballot:

"Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 3 would amend the use and dimensional tables in Section 204 by transferring some uses from the list of uses "Allowed by Special Exception" to the list of "Permitted Uses", adding or deleting some Permitted Uses and uses Allowed By Special Exception, and modifying some dimensional requirements, and amending other related sections in Article II of the Zoning Ordinance for internal consistency. This amendment would also amend Section 210.3 regarding produce stands; delete the text of Section 301; and add a new Section 1007 to provide for Equitable Waivers according to State Law and renumber existing Sections 1007 and 1008.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 865 NO 476 ARTICLE PASSED

ARTICLE FIVE: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 4. The following question is on the official ballot:

"Are you in favor of the adoption of Amendment No. 4 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 4 would amend Table 204.8 relative to the Forestry and Recreation zoning district by adding parking associated with a recreation area to the list of permitted uses.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 1036 NO 349 ARTICLE PASSED

ARTICLE SIX: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 5. The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 5 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 5 would amend Section 210.1 L by deleting the current text and adding text that would allow accessory dwelling units as permitted uses in the SR Single Residence Zoning District provided a detailed list of criteria are met. These criteria would allow the accessory unit only in the principal building on the lot and specifies conditions that are intended to protect the integrity of the single-family owner-occupied property and neighborhood in which the accessory dwelling would be created.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 952 NO 425 ARTICLE PASSED

ARTICLE SEVEN: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 6. The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 6 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 6 would add a new paragraph to Section 702.7 that would allow Administrative Permits to be issued for regular repair and maintenance work in and near wetlands and water bodies on structures, improvements or features that have been legally built or grandfathered. This amendment would further specify that repair and maintenance could not result in expansion of any structure, improvements, and features or in the reduction of a wetland or water body.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 1135 NO 265 ARTICLE PASSED

ARTICLE EIGHT: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 7. The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 7 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 7 would amend Section 210.1 by adding a new subparagraph O that would require that in the “GR” General Residence and “SR” Single Residence zoning districts, above ground fuel tanks of a size greater than 120 gallons shall be screened from view from abutting properties.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 1149 NO 254 ARTICLE PASSED

ARTICLE NINE: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 8. The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 8 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 8 would amend Section 210.1 N to allow the use of accessory buildings for bed and breakfast use and to add two subsections to allow for larger numbers of guests and bedrooms in Bed and Breakfast establishments on larger lots in the “SR” Single Residence and “RR” Rural Residence zoning districts; and this amendment would amend the definition of bed and breakfast in Section 902 to allow for 16 or fewer in-house transient guests in a maximum of 8 bedrooms.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 921 NO 479 ARTICLE PASSED

ARTICLE TEN: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 9. The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 9 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 9 would amend Table 204.3 “OL” Office and Laboratory, and Section 502 Planned Residential Development (PRD) so as to permit PRD in the “OL” zoning district as a Permitted Use.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 818 NO 582 ARTICLE PASSED

ARTICLE ELEVEN: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 10. The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 10 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 10 would amend Table 204.6 “SR” Single Residence, and Section 502 Planned Residential Development (PRD) so as to permit PRD in the “SR” zoning district as a Permitted Use.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 552 NO 893 ARTICLE DEFEATED

ARTICLE TWELVE: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 11. The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 11 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 11 would establish a “GR-3”, General Residence--Three Zoning District by amending Sections 201 (Establishment of Districts), 204.5 (General Residence Uses and Area and Dimensional Controls), 323 (Noise Standards), and 502 (Planned Residential Development) of the Zoning Ordinance; and would amend the Zoning Map to set out a GR-3 zoning district along the west side of Lyme Road to include the following parcels currently zoned “SR-3”: 49/1, 49/2, 49/3, 49/7 and 49/10.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 567 NO 884 ARTICLE DEFEATED

ARTICLE THIRTEEN: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 12. The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 12 as proposed by the Planning Board for

the Hanover Zoning Ordinance as follows?"

Amendment No. 12 would amend the Zoning Map so that in an area east of Grasse Road the boundary between the "SR-1" Single Residence--1 and "F" Forestry and Recreation zoning districts would be altered so as to generally coincide with the watershed of Fletcher Reservoir which is within the Hanover Water Works Company property: the "SR-1" zoning district would be extended to include a piece of land of 13.8 +/- acres currently zoned "F", and the "F" zoning district would be extended to include 8.4 +/- acres of currently zoned "SR-1" land.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 588 NO 872 ARTICLE DEFEATED

ARTICLE FOURTEEN: (to vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 13. The following question is on the official ballot:

"Are you in favor of the adoption of Amendment No. 13 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 13 would change the zoning district designation of portions of parcels 33/83, 33/81, 33/21 and 33/22 currently in the "GR-2" General Residence--2 zoning district to "I" Institutional zoning district.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 560 NO 872 ARTICLE DEFEATED

Moderator Harry Bird called to order the Business Session of the 2002 Town Meeting of the Town of Hanover, New Hampshire at 7:00 pm. Selectmen present included: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; William Baschnagel; Marilyn Black and Judson Pierson. Town Manager, Julia Griffin was also in attendance. Community Access Television (Channel 6) broadcasted the Town Meeting live and recorded to rebroadcast.

ARTICLE FIFTEEN: To choose the following Town Officers to be elected by a majority vote:

One member of the Advisory Board of Assessors for a term of three (3) years;

Three Fence Viewers each for a term of one (1) year;

Two Surveyors of Wood and Timber each for a term of one (1) year;

Such other Officers as the Town may judge necessary for managing its affairs.

Selectman Walsh moved to nominate the following persons for the following offices:

One member of the Advisory Board of Assessors for a term of three (3) years – Xenia Heaton.

Three Fence Viewers each for a term of one (1) year – Frederick Croy, Edward Lathem and Robert Morris

Two Surveyors of Wood and Timber each for a term of one (1) year – Willem Lange and John Richardson

Such other Officers as the Town may judge necessary for managing its affairs.

Selectman Black seconded the motion.

There being no further nominations, a voice vote was taken on Selectman Walsh's motion. The motion **PASSED** and nominees were **ELECTED**.

Selectman Walsh introduced Selectman Black to read the following resolution:

Resolution for Harry Bird

Town Moderators are absolutely critical to the lifeblood of Town Meetings. To be truly effective, they must preside over meetings with the patience of Job, the humor of David Letterman, the wisdom of Solomon, the diplomacy of Colin Powell, the leadership of Lou Bressett, the take-charge presence of Attila the Hun, a confident command of state law and Robert's Rules, and the ability to read the mood of a meeting like a book. Who is this great moderator? Our very own, Harry Bird!

In the midst of an esteemed medical career with DHMC and the inevitable busy family life, somehow Harry stumbled upon a desire to be of service to the Town of Hanover. Thirty-three years later, he has decided it is time to retire from public service...at least in Hanover. Inevitably, all good things must come to an end, and this is a big one!

Harry began his career with the Town of Hanover in 1969, when he was appointed to the Finance Committee. By 1971 he had advanced to Chair, and served until 1972. Hungry for more involvement, Harry was drafted to fill a seat on the Board of Selectmen in 1973. He ably served until 1974, and then spent a brief time apprenticing, first as Moderator Pro Tem for the Town and then as Moderator for the Dresden School District and Moderator Pro Tem for the Hanover School District. In 1976 he found his true calling however, and successfully ran for Town Moderator. As the result of his training as Moderator, Harry went on to orchestrate the moving of DHMC, served as New Hampshire's Commissioner of Health and Human Services, and chaired the University of New Hampshire's Board of Trustees. And all the while, Harry has continued to orchestrate Hanover's local elections and Town Meetings. This community has benefited from his leadership.

Over 26 years, as many an election day has dawned, Harry has been found at Town Hall and then at the polling place, assuring together with the Town Clerk that no detail has been overlooked. Presiding over day-long voting activity with confidence and certainty, Harry has handled many delicate situations over the years, including "enthusiastic" poll workers, "new and creative" attempts to provide information to voters, and inquiring or just downright cranky voters. The familiar refrain, "You need to ask the Moderator," has enabled many of us associated with voting to breathe a sigh of relief, knowing that Harry was in charge and had, no doubt, handled the question before. He has often served as the calming influence when the going got tough, including the controversial malfunction of the voting machines due to a programming error in 1996. He has provided quiet and confident leadership to Town staff and the public as we have worked our way through delicate issues. He has never shied away from tough assignments, like the year he had to assist the Hanover Police Department in chasing away the young bull moose blocking the entrance to the High School gymnasium, just before the polls opened. A Harry-moderated meeting has always run smoothly. He has maintained that delicate balance between allowing sufficient time for public input while insuring that the meeting moved along at an efficient pace. That skill is truly a combination of experience gained over the years and just plain natural talent.

Thank-you, Harry, for serving the Town of Hanover so thoughtfully, wisely and skillfully. We wish you all the best in full retirement, but just want you to know that Town Meeting will not be quite the same without you.

Moderator Bird stated it had been his privilege to serve the citizens of Hanover all these years. He spoke of a task Governor Shaheen had asked of himself and others a few weeks ago; to write in one or two phrases what they thought was the essence of New Hampshire. Moderator Bird believed his response described the Town of Hanover as much as the State of New Hampshire as a place of physical beauty, one where volunteers are a long tradition and where people have a passion for citizen government. Moderator Bird said if he had one wish for the citizens of Hanover in the years ahead it would be that they fight fiercely to keep this town beautiful, that they work to keep the volunteer spirit that makes our culture so special and that they keep their hand on the citizen government that governs this town.

Selectman Walsh introduced Selectman Connolly for the reading of the following resolution:

Resolution for Marilyn "Willy" Black

This is not a happy moment for the Town of Hanover. Marilyn "Willy " Black, who has served the citizens of the Town of Hanover as a Selectwoman for a record-setting 21 years, is stepping down. What follows is a litany of achievement and service, which translates into a list of future losses for the Town. Willy's shoes are not likely to be filled anytime soon.

Willy moved to Hanover with her family in 1969 and began a teaching career, first as a kindergarten teacher and then as the art teacher for the Ray School. Willy inspired the imaginations of a couple of generations of our children. In 1979, the Federal Government reinforced our local recognition of her excellence when Willy was made "Teacher of the Year" for the entire country. Since her official retirement from her day job in 1992, Willy has kept her artistic life alive by continuing to produce many wonderful and much-desired chainsaw sculptures. In addition to her teaching and artistic pursuits, Willy, expert in the trombone and bassoon, has been a part of some seven pit orchestras, the Vermont Philharmonic as well as several local bands. On any given weekend during the summer, chances are you could catch her performing in a wedding ensemble, a Town band shell, a theatrical performance and a church service, all in a two-day period.

Willy began her civic career by serving with the newly formed Parks and Recreation Board in 1974. Willy, in fact, played a major part in the formation of that Board, serving as a member until 1981. Willy was elected to the Board of Selectmen in 1981 and has served with intelligence, energy and distinction, along with her roles as the Selectmen's representative to the Parks and Recreation Board, the Conservation Commission, the Water Company, the Hanover Improvement Society, the Senior Citizen Steering Committee, the Parking and Transportation Board, the Substance Abuse Advisory Committee, CATV-6, the Recycling Committee and the Howe Library. Willy has juggled all of these responsibilities over the years while willingly taking on more than her full share of other Selectmen's duties, from fundraising to event planning and almost everything else in between.

And now the highlights! In 1994 the Hanover Chamber of Commerce decided that Willy should be the Citizen of the Year, an event celebrated by a large number of people in concert with an amazed Willy. Willy was alternatively Vice-Chairman or Chairman of the Board of Selectmen during most of the decade of the 1990's, which made her the Town's chief diplomat for our "Twinning Ceremony" with the city of Joigny, France and for our first trip to our "Friendship City", Nihonmatsu, Japan, to celebrate their anniversary of incorporation. It was a pleasure to observe first hand the ease, intelligence and grace of an apparently seasoned diplomat, by whom the Town was beautifully represented in both places. In 1993, Willy and other representatives from Hanover, Norwich and the communications industry contracted with the local cable company to begin broadcasting on CATV-6, our local community access television channel. Since that time we have enjoyed a variety of programming, national as well as local, and the telecasting of the Selectmen's and School Board meetings, making our local government processes widely available to many more citizens. The broadcast facility that was assembled for the channel has become a broadcast teaching facility for our region.

Perhaps Willy's most important contribution as a Selectman is the many years she has spent researching, coordinating, facilitating and bringing to the voters of this assembly a plan for a combined Community and Senior Center. This facility will serve the needs of our popular Recreation Department and the needs of our Senior Citizens, whose programs are the envy of many municipalities and whose facilities are not. The result is a beautifully balanced and attractive facility that will have a minimal financial impact, less so by the day thanks to the many generous contributions of our citizens. Willy deserves enormous credit for bringing this facility to us and inspiring the hundreds of contributions, both financial and intellectual. The wonderful irony is that the name of the major donor for whom the center will be named is Black.

It will be with extreme unhappiness that we will carry on. We will miss the care for all members of the Town - employees as well as citizens - that Willy has expressed in her actions and writings. We will miss the energy and intelligence with which she has attacked (a word used with absolute accuracy) every task she has undertaken. And at the last we will miss the affection that Willy exudes for every living thing, a propensity that has become happily infectious throughout the Town. Willy assures us that when she

leaves the Board of Selectmen she will become outspoken, which is probably the only interesting prospect we can look forward to. Thank you Willy. Simply put, we will miss you!

Selectman Black said it was her privilege to serve the Town of Hanover for twenty-eight years. She most enjoyed working with the citizens and Town Staff. Selectman Black said the work of this town was not done by the Town leaders in attendance at the current meeting but by the fine Town staff. Selectman Black hoped the citizens appreciated their efforts.

ARTICLE SIXTEEN: To see if the Town will vote to construct a new Community and Senior Center on two adjoining Town-owned parcels of land located at 34 South Park Street and 48 Lebanon Street, and to vote to raise and appropriate up to \$1,500,000 for that purpose, and further to authorize the Selectmen to borrow such sum under the New Hampshire Municipal Finance Act, RSA 33, by issuance of bonds or notes, and to take all action as may be necessary to carry out the purpose of this vote. The guaranteed maximum cost of the Community and Senior Center is \$2,860,336, including construction costs, architecture and engineering fees, furnishings, geo-technical and a contingency. Of this amount, \$100,000 was already appropriated for architectural design at the 2001 Town Meeting; \$1,500,000 is proposed for funding by issuance of bonds or notes in this Article; \$1,186,511 is funded through private donations already received and appropriated in Article Seventeen; and \$73,825 is funded through an appropriation from the Land and Capital Improvements Fund in Article Eighteen. To the extent additional private donations are received, the amount utilized from the Land and Capital Improvements Fund will be reduced first, and, then, the amount of the bond will be reduced accordingly. Funding for the debt service for the first year of this bond is included in Article Thirty. A two-thirds ballot vote is required.

Selectman Black moved that the Town vote to construct a new Community and Senior Center on two adjoining Town-owned parcels of land located at 34 South Park Street and 48 Lebanon Street, and to vote to raise and appropriate up to \$1,500,000 for that purpose, and further to authorize the Selectmen to borrow such sum under the New Hampshire Municipal Finance Act, RSA 33, by issuance of bonds or notes, and to take all action as may be necessary to carry out the purpose of this vote. The guaranteed maximum cost of the Community and Senior Center is \$2,860,336, including construction costs, architecture and engineering fees, furnishings, geo-technical and a contingency. Of this amount, \$100,000 was already appropriated for architectural design at the 2001 Town Meeting; \$1,500,000 is proposed for funding by issuance of bonds or notes in this Article; \$1,186,511 is funded through private donations already received and appropriated in Article Seventeen; and \$73,825 is funded through an appropriation from the Land and Capital Improvements Fund in Article Eighteen. To the extent additional private donations are received, the amount utilized from the Land and Capital Improvements Fund will be reduced first, and, then, the amount of the bond will be reduced accordingly. Funding for the debt service for the first year of this bond is included in Article Thirty. A two-thirds ballot vote is required.

Selectman Baschnagel seconded the motion.

Selectman Black explained the current plans for the Community and Senior Center were different from what was shown last year as a full second story and full basement were added to utilize the maximum amount of space the site offers. Selectman Black offered to walk the citizens through the sketch of the floor plans provided and displayed at Town Meeting. Selectman Black thanked the Hanover Community/Senior Center Taskforce members who put this project together: Dale Peters Bryant, Constance Carr, Frances Cobb, Barbara Doyle, Jonathan Edwards, Bruce Genereaux, Julia Griffin, Maureen Hall, Mary Kirk, Marlene McGonigle, Dena Romero, Gail Schaal, Evelyn Spiegel, Hank Tenney, Sue Young, John Buck, Pete Tennant of Tennant/Wallace Architects and Ted Kupper of Provan & Lorber Engineers & Planners. Selectman Black explained the Taskforce met every two weeks over an eighteen-month period. It was an amazing process. In the beginning everyone was territorial and in the end everyone worked with mutual respect for everyone's needs. There were a number of compromises reached to create a wonderful facility that will meet the needs of Hanover citizens of every age from toddlers to seniors.

Selectman Black advised that the \$1,186,511 received in private donations had come from a number of sources. There were over 450 individual family donors but the major donors were as follows:

Katherine Black, widow of Richard W. Black	\$550,000
Hanover Improvement Society	\$100,000
The Cunningham Family Trust	\$100,000
The Almy Family Trust	\$103,000
Justine Griffith's will included contributions to six Upper Valley groups including the Community/Senior Center	\$220,795
The Bressett Family	\$ 50,000
The Stockbridge Fund	\$ 15,000
The Manchester Family	\$ 5,127
The Byrne Foundation	\$ 5,000

Selectman Black said the citizens had really come forward for this project and the Selectmen and Taskforce were overwhelmed with gratitude for everyone who had contributed.

Kim Perez of Etna moved that Article Sixteen be amended by inserting the following sentences after the word, "contingency": "Prior to beginning construction of the Community Center, the Town will make its best effort to have the plans evaluated by an energy consultant and to see that the building undergoes a life cycle cost analysis. If there are improvements to the design that will improve the durability, comfort and energy efficiency of the building without increasing the estimated combined costs of constructing and operating the building over the term of the bond the Town will do its best to have these alterations incorporated into the design and construction of the building." The motion was seconded.

Ms. Perez explained the New Hampshire Energy Office forecasted that by the year 2020, the State of New Hampshire would be using over twice as much energy than it did in 1990. Ms. Perez spoke of the impact of global warming such as melting glaciers, resulting in increased temperatures and rising sea levels that are happening worldwide. Ms. Perez felt very strongly that the citizens of Hanover should not have to choose between being socially and fiscally or environmentally responsible. Ms. Perez said the Community Center Taskforce created a project that addressed the fiscal and social issues beautifully in this town and they are now beginning to incorporate the energy efficiency issues as well. This proposal will show Hanover's commitment to that issue and to supporting that effort on the part of the Community/Senior Center.

Bob Norman spoke in support of Kim Perez's motion. Mr. Norman believed this would be a good move in the direction of trying to ensure that cost consideration is given not only to the construction aspect but also to the building's performance throughout its lifecycle. Mr. Norman believed private individuals would meet any additional costs for this investigation.

There being no further discussion Moderator Bird reread the amended motion for the record as:

ARTICLE SIXTEEN: Move that the Town vote to construct a new Community and Senior Center on two adjoining Town-owned parcels of land located at 34 South Park Street and 48 Lebanon Street, and to vote to raise and appropriate up to \$1,500,000 for that purpose, and further to authorize the Selectmen to borrow such sum under the New Hampshire Municipal Finance Act, RSA 33, by issuance of bonds or notes, and to take all action as may be necessary to carry out the purpose of this vote. The guaranteed maximum cost of the Community and Senior Center is \$2,860,336, including construction costs, architecture and engineering fees, furnishings, geo-technical and a contingency. Prior to beginning construction of the Community Center the Town will makes its best effort to have the plans evaluated by an energy consultant and to see that the building undergoes a lifecycle cost analysis. If there are improvements to the design that will improve the durability, comfort and energy efficiency of the building without increasing the estimated combined costs of constructing or operating the building over the term of the bond the Town will do its best to have these alterations incorporated into the design and construction of the building. Of this amount, \$100,000 was already appropriated for architectural design at the 2001 Town Meeting; \$1,500,000 is proposed for funding by issuance of bonds or notes in this Article; \$1,186,511 is funded through private donations already received and appropriated in Article Seventeen; and \$73,825 is funded through an appropriation from the Land and Capital Improvements Fund in Article

Eighteen. To the extent additional private donations are received, the amount utilized from the Land and Capital Improvements Fund will be reduced first, and, then, the amount of the bond will be reduced accordingly. Funding for the debt service for the first year of this bond is included in Article Thirty. A two-thirds ballot vote is required.

There being no further discussion, a voice vote was taken on Kim Perez's motion. The motion **PASSED** and Article Sixteen was **AMENDED**.

Moderator Bird noted the time as being 7:32 pm and announced the voting would now commence for a one-hour period on Article Sixteen. Moderator Bird instructed the citizens of the voting process; those in favor should vote yes, those opposed should vote no and then declared the polls open. Moderator Bird acknowledged the live television coverage and announced baby-sitting services were available for the voters who might want to come in to vote on the article.

Moderator Bird said in an effort to expedite the meeting he would entertain a motion to postpone consideration of Article Seventeen until the vote on Article Sixteen was counted. Moderator Bird explained both Articles Seventeen and Eighteen were related to this bond so it seemed appropriate to address these Articles after Article Sixteen was decided. The motion was made and seconded. A voice vote was taken. The motion **PASSED** and **CONSIDERATION OF ARTICLE SEVENTEEN WAS POSTPONED** until the vote on Article Sixteen was announced.

Moderator Bird stated it would be appropriate for him to receive a motion to postpone business under Article Eighteen until the vote was announced for Article Sixteen. The motion was made and seconded. A voice vote was taken. The motion **PASSED** and **BUSINESS UNDER ARTICLE EIGHTEEN WAS POSTPONED** until the vote on Article Sixteen was announced.

ARTICLE NINETEEN: To see if the Town will vote to raise and appropriate \$13,250 for deposit in the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2000-2001. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

Selectman Baschnagel moved that the Town vote to raise and appropriate \$13,250 for deposit in the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2000-2001. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

Selectman Walsh seconded the motion.

Selectman Baschnagel explained this process was done every year. It involved taking money collected from land that was taken out of current use in fiscal year 2000-2001. Selectman Baschnagel reported \$26,000 was collected during that period. The purpose of this Article was to allocate 50% of the \$26,000 into the Land and Capital Improvements Fund.

There being no further discussion, a voice vote was taken on Selectman Baschnagel's motion. The motion **PASSED** and Article Nineteen was **ADOPTED**.

ARTICLE TWENTY: To see if the Town will vote to raise and appropriate \$13,250 for deposit in the Conservation Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total amount collected in the Land Use Change Tax Reserve in the fiscal year 2000-2001. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they land out of current use.

Selectman Baschnagel moved that the Town vote to raise and appropriate \$13,250 for deposit in the Conservation Fund, and to authorize funding of this amount by transfer from the Land Use

Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total amount collected in the Land Use Change Tax Reserve in the fiscal year 2000-2001. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they land out of current use.

Selectman Connolly seconded the motion.

Selectman Baschnagel explained this Article represented the other half of the \$26,000 generated a year ago associated with people taking land out of current use. Selectman Baschnagel advised of a decision the Town made several years ago to institute a policy to apply 50% of the Land Use Change Tax to the Conservation Fund for use and oversight by the Conservation Commission.

There being no further discussion, a voice vote was taken on Selectman Baschnagel's motion. The motion **PASSED** and Article Twenty was **ADOPTED**.

ARTICLE TWENTY-ONE: To see if the Town will vote to terminate the Sidewalk Capital Reserve Fund, and deposit the Fund's balance (presently \$96,119) into the General Fund, undesignated fund balance. And further, to see if the Town will raise and appropriate \$96,119 for deposit into the Public Works Capital Reserve Fund, and to fund this appropriation by transferring this sum from the General Fund undesignated fund balance. At Town Meeting in 2001, voters amended the Town Charter by abolishing the sidewalk special services district, thereby transferring amounts held in the Sidewalk Fund to the General Fund. This article would take funds from the terminated Sidewalk Capital Reserve Fund and transfer them to the Public Works Capital Reserve, from which future purchases of sidewalk plows would be funded. A two-thirds vote is required.

Selectman Black moved that the Town vote to terminate the Sidewalk Capital Reserve Fund, and deposit the Fund's balance (presently \$96,119) into the General Fund, undesignated fund balance. And further, to see if the Town will raise and appropriate \$96,119 for deposit into the Public Works Capital Reserve Fund, and to fund this appropriation by transferring this sum from the General Fund undesignated fund balance. At Town Meeting in 2001, voters amended the Town Charter by abolishing the sidewalk special services district, thereby transferring amounts held in the Sidewalk Fund to the General Fund. This article would take funds from the terminated Sidewalk Capital Reserve Fund and transfer them to the Public Works Capital Reserve, from which future purchases of sidewalk plows would be funded. A two-thirds vote is required.

Selectman Walsh seconded the motion.

Selectman Black explained these funds could not be transferred from this account until the vote to eliminate the Sidewalk District was approved. As that was done the previous year at Town Meeting the purpose of this Article was now to transfer the funds from the eliminated district to the Public Works Capital Reserve.

Steve Crory spoke in favor of transferring the funds and further suggested using the money to paint and maintain sidewalks and crosswalks. Mr. Crory noted the poor condition of the crosswalks throughout town and asked that the Selectmen consider funding a second round of painting for the crosswalks in the latter part of the year.

There being no further discussion, a voice vote was taken on Selectman Black's motion. The motion **PASSED** clearly in excess of a two-thirds vote and Article Twenty-One was **ADOPTED**.

ARTICLE TWENTY-TWO: To see if the Town will vote to ratify the Parking Capital Reserve Fund and its purposes, authorizing its use for the replacement of Parking vehicles and for major repairs and enhancements to the Parking Facility, and to raise and appropriate \$50,000 for deposit into that Parking Capital Reserve Fund, and to fund this appropriation by authorizing the withdrawal of the \$50,000 sum from undesignated fund balance. These monies are currently budgeted in the FY 2001-2002 Parking Fund budget. A two-thirds vote is required.

Selectman Baschnagel moved that the Town vote to ratify the Parking Capital Reserve Fund and its purposes, authorizing its use for the replacement of Parking vehicles and for major repairs and enhancements to the Parking Facility, and to raise and appropriate \$50,000 for deposit into that

Parking Capital Reserve Fund, and to fund this appropriation by authorizing the withdrawal of the \$50,000 sum from undesignated fund balance. These monies are currently budgeted in the FY 2001-2002 Parking Fund budget. A two-thirds vote is required.

Selectman Baschnagel explained this was in recognition that the parking system now has much more associated with it than line painters and portable ticketers. There is now a parking facility in operation that is working well. This year the operating budget included a line item in the amount of \$50,000 to be applied into a capital improvement fund. Selectman Baschnagel said, as the parking facility was new it did not require improvements at this time but at some point it probably would. The purpose of this Article was to restate the funds' purpose to include the facility maintenance and to establish a capital reserve fund in anticipation of future needs.

Selectman Connolly seconded the motion.

There being no further discussion, a voice vote was taken on Selectman Baschnagel's motion. The motion **PASSED** clearly in excess of a two-thirds vote and Article Twenty-Two was **ADOPTED**.

ARTICLE TWENTY-THREE: To see if the Town will vote to establish a North College Street Reconstruction Capital Reserve for the future reconstruction of North College Street, and to raise and appropriate \$91,140 for deposit in that Capital Reserve, and to fund this appropriation by authorizing the transfer of surplus funds from the unexpended fund balance as of June 30, 2002.

Selectman Pierson moved that the Town vote to establish a North College Street Reconstruction Capital Reserve for the future reconstruction of North College Street, and to raise and appropriate \$91,140 for deposit in that Capital Reserve, and to fund this appropriation by authorizing the transfer of surplus funds from the unexpended fund balance as of June 30, 2002.

Selectman Baschnagel seconded the motion.

Selectman Pierson explained reconstruction of North College Street had been considered for a number of years. The work was postponed due to a number of other projects planned for this area. Those plans are now completed and reconstruction will begin on College Street in the area of Wentworth Street to Maynard Street this summer at a cost of \$81,100. Selectman Pierson said reconstruction of the final section of North College Street was further delayed due to an anticipated dormitory project Dartmouth College was proposing. Selectman Pierson explained the Town had set aside \$91,140 over the past number of years for this work and the purpose of this Article was to transfer those monies into a fund created specifically for reconstruction of North College Street in the area of Maynard Street to North Park Street.

Ann James asked why Dartmouth College could not pay for the reconstruction project due to the additional work needed for Maynard Street in relation to their dormitory project. Julia Griffin replied that the Town and the College worked together to plan for the reconstruction of North College Street between Maynard Street and North Park Street for a number of years. Both the Town and the College would be contributing to the reconstruction costs. Ms. Griffin said the Town opted not to do anything with the section between Maynard Street and Park Street until it was clear what the College would be doing on the Maynard Street site and when. At that point the Town would decide how to proceed with that portion of the project and negotiate what portions of the costs the Town and College will pay.

Erik Christensen questioned if there was any way to ensure the construction on North College Street would be less disruptive or if the work could be conducted at night. Julia Griffin explained consideration was given to having nighttime construction done for this area and to postpone the work until the College is out of session. Ms. Griffin said the neighborhood was such that the Selectmen were not anxious to undertake a lot of nighttime construction due to the noise it generates. Ms. Griffin said nighttime construction was done at the intersection of Park Street and Lebanon Street to replace water mains. The Town received a fair amount of complaints from a number of neighbors in that area who were not happy their sleep was interrupted. Ms. Griffin said the Town would do its best to minimize the daytime impact. Robert Morris questioned why the Town was paying for this reconstruction work. Julia Griffin stated North College Street was a Town street that was heavily used by regional traffic as well as town traffic.

As such the Town has an obligation to pay for the reconstruction. Ms. Griffin added that she felt fortunate the College was willing to fund a portion of the work.

There being no further discussion, a voice vote was taken on Selectman Pierson's motion. The motion **PASSED** and Article Twenty-Three was **ADOPTED**.

ARTICLE TWENTY-FOUR: To see if the Town will vote to raise and appropriate \$451,860 and authorize payment into the Capital Reserve Funds in the following amounts for the purposes for which such funds were established:

Police	\$ 60,700
Public Works (includes Sidewalk Reserve Contribution)	\$166,000
Fire Fund	\$ 90,000
Wastewater Treatment Plant Fund	\$108,000
Ambulance Fund	\$ 24,500
Parking	\$ 2,660

The appropriation into the Public Works Capital Reserve is in addition to the sum of \$96,119 transferred into the Reserve in Article Twenty-One.

Selectman Connolly moved that the Town vote to raise and appropriate \$451,860 and authorize payment into the Capital Reserve Funds in the following amounts for the purposes for which such funds were established:

Police	\$ 60,700
Public Works (includes Sidewalk Reserve Contribution)	\$166,000
Fire Fund	\$ 90,000
Wastewater Treatment Plant Fund	\$108,000
Ambulance Fund	\$ 24,500
Parking	\$ 2,660

The appropriation into the Public Works Capital Reserve is in addition to the sum of \$96,119 transferred into the Reserve in Article Twenty-One.

Selectman Connolly explained this Article was put on the Warrant every year to deposit funds into these specific Capital Reserve Funds to keep from having tax rate surprises in future years.

Selectman Walsh seconded the motion.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion **PASSED** and Article Twenty-Four was **ADOPTED**.

ARTICLE TWENTY-FIVE: To see if the Town will vote to raise and appropriate \$331,699 for the purposes listed below and to authorize funding these items by withdrawal from the listed capital reserve funds for the purposes for which such funds were established, in the following amounts as set forth in the Town Report:

Police – vehicle replacement (4 cruisers, 2 sedans, 1 4-wheel drive)	\$164,529
Public Works – vehicle replacement (1 spreader, 1 power rake, two pick-up trucks, 1 dump truck w/plow)	\$146,890
Fire Fund – vehicle replacement (1 pick-up truck)	\$ 20,280

Selectman Connolly moved that the Town vote to raise and appropriate \$331,699 for the purposes listed below and to authorize funding these items by withdrawal from the listed capital reserve funds for the purposes for which such funds were established, in the following amounts as set forth in the Town Report:

Police – vehicle replacement (4 cruisers, 2 sedans, 1 4-wheel drive)	\$164,529
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Public Works – vehicle replacement (1 spreader, 1 power rake, two pick-up trucks, 1 dump truck w/plow)	\$146,890
Fire Fund – vehicle replacement (1 pick-up truck)	\$ 20,280

Selectman Pierson seconded the motion.

Selectman Connolly explained this Article expended the monies previously saved.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion **PASSED** and Article Twenty-Five was **ADOPTED**.

ARTICLE TWENTY-SIX: To see if the Town will vote to approve the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 1, 2002, between the Town of Hanover and the International Brotherhood of Police Officers, Local 561, which calls for the following increases in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>	
2002-2003	2.5%	\$49,893
2003-2004	2.5%	\$17,529
2004-2005	2.5%	\$18,095

And further to raise and appropriate the sum of \$49,893 for the 2002-2003 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.

Selectman Pierson moved that the Town vote to approve the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 1, 2002, between the Town of Hanover and the International Brotherhood of Police Officers, Local 561, which calls for the following increases in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>	
2002-2003	2.5%	\$49,893
2003-2004	2.5%	\$17,529
2004-2005	2.5%	\$18,095

And further to raise and appropriate the sum of \$49,893 for the 2002-2003 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.

Selectman Walsh seconded the motion.

Selectman Pierson explained this resulted from extended negotiations between the Town and the union. Selectman Pierson said not all police department employees were union members and this agreement was relative only to those classified as union people. The Selectmen thought it was most appropriate to lock into a three-year contract at a 2.5% increase. This also involved a phase-in of health benefits and the further sharing of those costs between the employees and the Town.

A public speaker questioned if department employees that were not members of the union would receive salary increases. Selectman Pierson explained those employees would be covered under the normal Town activities.

A public speaker questioned the \$49,893 increase listed for 2002-2003 as compared to the other figures listed at the same rate of increase that were significantly lower. Julia Griffin explained the 2002-2003 estimated increase included the impact of the increased health insurance premiums for those employees. The figures for health insurance costs for 2003-2004 and 2004-2005 were not known and therefore could not be appropriated at this time.

Fred Fellows expressed concern that Town employees had turned to union representation. Mr. Fellows believed typically such action was taken in an effort to obtain a grievance procedure. Mr. Fellows believed unions were bad for morale and said in terms of salary increase percentages, the people who

already receive the best end up with the most increases and that it was usually those people in the beginning of their careers with the department who need the increases and the benefits the most. Mr. Fellows wanted the community to be aware of his feelings that it was shameful for Town staff to have to pay union dues and for the Town to have to finance a contract that does not increase morale but actually destroys the performance of the department.

There being no further discussion, a voice vote was taken on Selectman Pierson's motion. The motion **PASSED** and Article Twenty-Six was **ADOPTED**.

ARTICLE TWENTY-SEVEN: To see if the Town will approve the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 1, 2002, between the Town of Hanover and AFSCME, Local 1348, which calls for the following increase in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>	
2002-2003	2.5%	\$50,823
2003-2004	2.5%	\$18,631
2004-2005	2.5%	\$19,160

And further to raise and appropriate the sum of \$50,823 for the 2002-2003 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.

Selectman Pierson moved that the Town approve the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 1, 2002, between the Town of Hanover and AFSCME, Local 1348, which calls for the following increase in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>	
2002-2003	2.5%	\$50,823
2003-2004	2.5%	\$18,631
2004-2005	2.5%	\$19,160

And further to raise and appropriate the sum of \$50,823 for the 2002-2003 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.

Selectman Walsh seconded the motion.

Selectman Pierson explained this Article was almost identical with the previous Article. This union represents the Public Works Department. The two union negotiations occurred almost simultaneously with the same results.

There being no further discussion, a voice vote was taken on Selectman Pierson's motion. The motion **PASSED** and Article Twenty-Seven was **ADOPTED**.

ARTICLE TWENTY-EIGHT: To see what sum the Town will vote to raise and appropriate to pay the expenses of the Town for the 2002/2003 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding articles.

Selectman Walsh moved that the Town vote to raise and appropriate \$12,767,266 to pay the expenses of the Town for the 2002/2003 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding articles.

Selectman Connolly seconded the motion.

Selectman Walsh briefly explained the process for setting the budget put before the voters at Town Meeting. It begins in December with the Town Manager and Department Heads working to meet a goal set by the Selectmen that the tax rate increase be no more than 3%. The Selectmen felt with the services needed and the budget challenge relative to increased health insurance costs it would not be appropriate to follow the inflation rate increase of 1.6%. Selectman Walsh advised the staff delivered a budget on that 3% number. The Department Heads and Town Manager also provide a Wish List of items that did not

make the budget but might be good for the Town and a Cut List of options to raise additional revenue or items that could be taken from the budget that might not be absolutely necessary. A series of public hearings were held in February and March to review line items individually followed by a final review of the Wish List and Cut List.

Selectman Walsh explained the Town Report listed a total budget of \$13,678,041. The difference between that and the \$12,767,266 listed in this Article was based on the Articles this meeting had already voted on including: the Land and Capital Improvement Fund transfers, the Capital Reserves and union agreements.

Selectman Walsh highlighted the proposed budget as follows:

- The General Fund increase of \$204,000 or 3% was mostly driven by the anticipated health insurance increase. Selectman Walsh said Barry Cox, Director of Human Resources led negotiations on this matter between the Town and its employees and unions with increased co-pays and prescription costs.
- The Fire Fund increase of 9.7% resulted from increased water rates relative to hydrants rental charges.
- The Parking Fund, funded by the downtown business community through a combination of taxes and fees would increase 6.3%. This resulted from a shift of cost for an Advanced Transit subsidy that would now be taken fully from the Parking Fund as opposed to half from this fund and half from the General Fund.
- The Wastewater Treatment Plant increase of 38% was driven by plant improvements. This amount will be offset by a contribution from Dartmouth Hitchcock Medical Center as they tie into the system.
- There were also changes to the Ambulance Fund.

Selectman Walsh said many of the changes were driven by what the Town needs to maintain in its level of service and the Selectmen were pleased to put before the voters what they believe is a very responsible budget.

Peter Christie of Etna and Chair of the Finance Committee advised the Finance Committee voted unanimously in support of this budget and asked the citizens to read their full report found on page 49 of the Town Report. Mr. Christie said their report was put together in an effort to explain how the Town is able to bring forward relatively stable budgets year after year in contrast to the school budget. Mr. Christie said the town budget was supported heavily, 38%, by fees. Reserve funds were used to balance the impact on the budgets year-to-year. There was also the unreserved general fund balance that was tapped into or funded more fully year-to-year for a more stabilizing effect. The Town also had the ability to bring forward or accelerate special projects. Mr. Christie said it was the skillful use of many of these variables that has allowed the Town to come forward with relatively stable budgets year after year in terms of the tax impact. Mr. Christie said those variables were not available on the school side of the Town's budgets.

There being no further discussion, a voice vote was taken on Selectman Walsh's motion. The motion **PASSED** and Article Twenty-Eight was **ADOPTED**.

ARTICLE TWENTY-NINE: To see if the Town will vote to raise and appropriate \$2,000 to support the services provided to the residents of Hanover by the Family Place. This is the third and final year this article will appear separately on the warrant.

Selectman Connolly moved that the Town vote to raise and appropriate \$2,000 to support the services provided to the residents of Hanover by the Family Place. This is the third and final year this article will appear separately on the warrant.

Selectman Black seconded the motion.

Selectman Connolly explained the Town included new agency funding requests for three separate years as separate articles on the Warrant. If they were passed for three consecutive years they were then folded into the contributions portion of the Human Services Budget. Recognition of these articles then occurs at budget review at the Selectmen's meetings rather than at Town Meeting. Selectman Connolly again stated this was the third and final year this funding request had appeared as a warrant article and if passed would be considered in the following year during the Selectmen's meeting when the budget was reviewed.

Mary Brown of Hanover and Board member of the Family Place said the Family Place was an extended organization that provided services to people of various economic backgrounds. Ms. Brown said those services ranged from playgroups for mothers who have needs for young children to parent education classes. Ms. Brown said the organization's mission simply stated was to support healthy families in the Upper Valley. Ms. Brown noted Hanover's community as having strong family values and said this much-needed donation could be received by the Family Place as a statement of support if nothing else.

Caroline Tischbein felt obligated to offer background information to her fellow citizens concerning the topic of vendor payments. Vendor payments to social service agencies is money paid for services provided to Hanover citizens that otherwise would have to be paid at the Town level to one of its citizens as a result of New Hampshire Welfare Laws. Ms. Tischbein said for a town to give more than set standards would be considered a charitable contribution. Ms. Tischbein pointed out if both social service articles were approved the budget in this area would increase 30% as opposed to the Town staff's recommended increase of 3.5%. The Selectboard decided to put the Warrant Articles to the voters with only the amount requested by the agency and not include the staff's research and proposed amounts. Ms. Tischbein said West Central Behavioral Health served 6,000 clients in 2001, only 97 or 1.6% of which resided in Hanover. Yet of the \$82,500 in funding requested from area communities over 11.3% was requested from Hanover. Ms. Tischbein was sure many of the voters thought it was reasonable or most honorable to think an affluent town such as Hanover could contribute any amount to any agency that made a request. Ms. Tischbein reminded the voters these were tax dollars they were spending, not their personal income, and that not all Hanover residents were wealthy. Many were overburdened with high taxes and feared greater additional taxes in the near future. Ms. Tischbein asked that those fortunate enough to have a large family income consider giving privately to these social service agencies and not decide to spend everyone else's money.

There being no further discussion, a voice vote was taken on Selectman **Connolly's** motion. The motion **PASSED** and Article Twenty-Nine was **ADOPTED**.

ARTICLE THIRTY: To see if the Town will vote to raise and appropriate \$9,300 to support the services provided to the residents of Hanover by West Central Behavioral Health. This is the first year this article has appeared separately on the warrant.

Selectman Connolly moved that the Town vote to raise and appropriate \$9,300 to support the services provided to the residents of Hanover by West Central Behavioral Health. This is the first year this article has appeared separately on the warrant.

Selectman Walsh seconded the motion.

Jesse Turner, CEO of West Central Behavioral Health advised this was the first time in his agency's twenty-five years of service that they had come to the Town requesting support. Mr. Turner said an inadequate level of state and federal support accompanied with lower levels of commercial insurance rates paid to West Central Behavioral Health was forcing them to either raise money from the communities they serve or continue to reduce the services they make available to the region. Mr. Turner said his agency did not take this step lightly and acknowledged the complexity of making requests to town meetings. Over the past several years West Central Behavioral Health has provided more service to uninsured and underinsured individuals than their organization can afford. Consequently they have been operating in the red and can no longer continue to do so. Mr. Turner said West Central Behavioral Health had reduced their labor force by 10% to also address this issue. Over the past year West Central Behavioral Health provided 97 Hanover residents 1,500 hours of psychiatric service. The cost of

providing these services exceeded the revenue generated by over \$20,000. This results in a very bleak financial picture for the agency.

Kari Asmus of Etna believed this was one of the social service agency requests where staff recommendations were significantly lower than the amount requested. Ms. Asmus asked if someone could explain what the staff recommendation was about and why the decision was made to list the \$9,300 on the Warrant Article.

Julia Griffin explained West Central Behavioral Services requested funding from the town in the amount of \$9,300. When staff reviewed the breakdown of services provided to Hanover residents over the past year, there was only one category of service defined as case management, which, in the opinion of staff, was the sort of service, if not provided by West Central Behavioral Health, would have to be funded through the Town's welfare budget. The other services such as child therapy, elderly therapy, adult therapy, substance abuse therapy, mental illness recovery, borderline personality recovery and vocational services such as anger management were not typically expenditures the Town would cover but for another agency providing those services through its welfare budget. That was the basis of the staff's original recommendation that the Town provide funding in the amount of \$2,140.73, which is essentially a reimbursement as opposed to the \$9,300 requested. This gets to the issue of when a social service agency requests funding, on what basis do we determine the amount the Town will fund.

Robert Morris believed this Article was mentioned in the bottom of Article Sixteen and questioned the connection. Selectman Walsh explained that was a typographical error. Article Sixteen should make reference to Article Twenty-Eight and not Article Thirty.

Kim Perez from Etna spoke to the obvious need for these services in the community. Ms. Perez said many members of the community were affected by what happened on Trescott Road a little over a year ago. The kinds of services that this institution provides in the form of anger management and helping people with personality disorders seems like a very important contribution to the community. Ms. Perez believed they deserved to be funded.

Moderator Bird noted the time as being one minute past the hour from which voting for Article Sixteen began. He asked if anyone in the audience had not yet voted on the bond issue. Hearing no response Moderator Bird closed the polls and asked the Town Clerk and Ballot Clerks to count the votes and report the results.

Eileen LeClaire of Hanover advised of her employment with the Lebanon School system as a counselor and of her twenty-year work experience in the social service field. Ms. LeClaire believed these services were very much needed in the community but questioned providing \$9,300 to West Central Behavioral Health without really researching the effectiveness of their services. Ms. LeClaire believed there were some very qualified private therapists and agencies in the region in comparable positions. Ms. LeClaire spoke of her enormous amount of unfortunate experience with West Central Behavioral Health and said she felt the Town should be made more aware of the bottom line as to the outcome of the services before committing to that amount of funding.

Jean Allen questioned the precedent this might set for answering the needs for a number of other organizations that are going to be requesting similar things. Ms. Allen felt the Town needed to stop and think very carefully about their commitment to these agencies when there are others out there that are volunteer based and/or have funds from other sources.

Selectman Walsh spoke of the process of downshifting the costs of mental health that were first downshifted from the national government to the state government and now to the towns. Selectman Walsh said this issue would continue, it would not go away. The Town has a responsibility and also has limited means. Selectman Walsh believed this to be a legitimate conversation that should be held every year, but the pressure for this was not coming because it would be nice for these agencies to receive town funding. It is coming because the state and private insurance companies are moving away from responsibility for mental health and the towns are being asked to pick up a piece of that as part of their responsibility for the general welfare.

Pat Glowa of Hanover, a healthcare employee, said though she could not speak to the relative quality of services provided by West Central Behavioral Health as compared to any other mental health organization, it was very apparent that West Central Behavioral Health serves a critical role in being available to those with the least resources. As such, Ms. Glowa believed the community had an obligation to try to pick up some of the precise deficit Selectman Walsh addressed in terms of the downshifting or shirking responsibility on the part of the federal and state governments and health insurance companies. Ms. Glowa said not only had Hanover experienced the community trauma from the Trescott Road events but they had all experienced the trauma of September 11th events and those ramifications have been visible in healthcare over this last period of time. Ms. Glowa said as a community, Hanover needed to take care of mental health needs particularly for its most vulnerable citizens. Ms. Glowa said she would support appropriations to help West Central Behavior Health continue its work.

Moderator Bird confirmed there were approximately six agencies in the current Town Report that were funded in this manner. Moderator Bird thought it was important to point out that a vote to remove them from the warrant would not eliminate them from further consideration. They must each still be considered during the budget process at the Selectmen's public hearings. No funding request is automatically inserted into the budget. The difference is whether they are considered at the public budget hearings or on the agenda for Town Meeting.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion **PASSED** and Article Thirty was **ADOPTED**.

ANNOUNCEMENTS

Jonathan Edwards, Director of Planning and Zoning spoke on behalf of the Planning Board to announce they would be holding two Master Plan workshops. The first is scheduled for May 28, 2002 at 7:30 pm in the Mayer Room at the Howe Library and the second is scheduled for June 11, 2002 at 7:30 pm at Trumbull Hall. The workshops will include a presentation of and discussion about the so-called Final Strategic Concept and Master Plan now in Draft Three that is available on the Town's website at www.hanovernh.org. Mr. Edwards encouraged the public to attend or submit their comments to the Planning and Zoning Office at 643-0708.

Moderator Bird announced the results of the election of town officers and for voting on the zoning amendments would also be posted on the town's website first thing in the morning.

ARTICLE THIRTY-ONE: To receive reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers and to vote on any motion relating to these reports and to receive any special resolutions that may be appropriate and to vote thereon.

Selectman Walsh moved that the reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers as printed in the 2001 Town Report be accepted, as well as any Special Resolutions.

Selectman Black seconded the motion.

Selectman Walsh explained the reports that we are asking to be adopted are listed in the Town Report. The Special Resolutions mentioned will follow.

There being no further discussion, a voice vote was taken on Selectman Walsh's motion. The motion **PASSED** and Article Thirty was **ACCEPTED**.

Selectman Walsh introduced Selectman Connolly for the reading of the following resolution:

Resolution for Robert McLaughry

In 1940, Bob McLaughry came to Hanover from Providence, Rhode Island as the son of the Dartmouth football coach. By 1947, Bob was both a Dartmouth graduate and a veteran World War II marine combat pilot in the Pacific. He then returned to the military for the Korean conflict. Bob's professional life began as a service station selector for what was then the Socony-Mobil Company, and resulted in a life-long career in Real Estate and the establishment of a company that has served the region for what is probably 50 years.

There have been and are many dedicated volunteers for many Town boards and commissions, but Bob McLaughry probably has set some sort of Town of Hanover record for length of service in an assortment of volunteer capacities. Our research is probably incomplete but this is a short history. Bob was elected a Precinct Commissioner in the late 1950's, serving as the Fire Commissioner during that period. At that time the elected officials had the unenviable and surely time-consuming task of overseeing the Town departments, duties now performed by our Town Manager. In 1963, Bob was one of the three Selectmen who negotiated the merger of the Town and Precinct, creating the Town structure that that has grown and prospered intact to this day. As Selectman, Bob served with only one interruption until 1969, while simultaneously serving on the Planning Board.

The 1969 Town Report contains a tribute to Bob, written by Hanover's Honorary Mayor, Lou Bressett, who could possibly generate a plagiarism charge against this author. Lou wrote "Bob has been Secretary of the Board for one year and Vice Chairman of the Board for two years. He was instrumental in the acquisition of various properties to expand the Town's much needed parking facilities. His knowledge and keen sense of fairness was of the utmost help during the tax reappraisal of local properties. He has been active on the Town Planning Board and on the Board of Assessors and his advice and counsel on many matters of town business will always remain in the record, an indelible imprint of his honesty and integrity. It has been a great honor for all of us to have served with this man."

In 1969, Bob became a member of the Advisory Board of Assessors, a post he has held until stepping down tonight. His absence will be a major loss to all taxpayers. I have had the pleasure of serving on the Assessors Board with Bob for a mere twelve years, and I have witnessed his encyclopedic knowledge of real estate used to insure fairness and equity to all of our taxpayers. Bob has generously shared his immense knowledge of the Town and its' history with the other members of the board, making service on the Board of Assessors a comprehensive course in real estate combined with the joy in serving with a genial gentleman in whose company it is a pleasure to serve. Bob, if you decide that you wish to do anything that will generate another tribute in the future we encourage it. Thank you. We will miss you!

Selectman Walsh introduced Selectman Baschnagel for the reading of the following resolution:

Resolution for Michael Doolan

Mike started his fire service career as a young man while growing up in Franconia, New Hampshire. He was a Volunteer Firefighter in Franconia until he moved south to join the Hanover Fire Department as a full-time Firefighter on December 29, 1975. Mike retired on March 28, 2002, having served the citizens of Hanover as a Firefighter and later as one of the Department's four Captains for 27 years.

As the department's "Training Officer" for several years, Mike made sure to identify the latest training needs and either taught his fellow firefighters what they needed to know or identified training resources to insure that they could do the best job possible to protect people and their property. He was a good firefighter and a caring and compassionate Emergency Medical Technician. Many times the Town would receive letters from individuals that had been treated and transported by the Hanover Fire Department, citing Captain Doolan for his medical expertise and thoughtful care.

When Mike wasn't planning for the training needs of the Fire Department staff, he was often helping to maintain the Fire Department's buildings. As a carpenter and home improvement 'jack of all trades', the Town could always count on Mike to come up with cost-effective solutions to Fire Department building maintenance challenges. The Town could also count on Mike to insure that all buildings were accessible

for Fire vehicles. The bane of every illegal parker's existence, Mike was famous for prowling Dartmouth facilities, insuring that "creatively parked" vehicles were not crowding fire lanes.

As he neared retirement, Mike received much personal satisfaction from designing and overseeing the delivery of the new pumper for the Etna Station. Ordering new fire apparatus is never easy; expectations are high and every individual involved in the decision inevitably has an opinion. Working together with the Etna call force, Department staff, and the Fleet Maintenance Division, Mike developed a vehicle that will serve the citizens of Etna and Hanover for many years to come.

We wish Mike a well-deserved and happy retirement, including more time to enjoy life with his wife Kathy at his home in Sunapee. Mike, thank-you for your 27 years of service to the Town of Hanover. We salute you.

Selectman Walsh introduce Aileen Chaltain for the following Volunteer Service Award presentation:

Volunteer Service Award for Sue Young

I was just asked to fill in last minute for John Buck who was to present the Volunteer Service Award but was called out of town.

Actually, that's a lie but we've had so much fun misdirecting this year's recipient, that we wanted to continue the ruse as long as we could. True to form, I doubt the thought ever crossed her mind that she would be receiving this award. In fact, for the last several years she has actually presented the award at Town Meeting so it's fun to turn the tables a bit and say, Sue Young, this year it's your turn!

Sue is probably no stranger to many people here and by all accounts, admired by many. As her husband, Tracy, told me, "aside from being a full time employee of DC, a full time mom-volunteer to 3 VERY active and supportive of my lunacy" (Tracy, I'm not sure what you meant by that and I'm not going to ask now!), Sue is also a committed and passionate chair of the Hanover Parks & Recreation board, is a long-standing member of St. Denis Church, has worked with her husband as a scheduler for the Hanover Hockey Association (which I gather is no easy task!!), served as tournament publicist for the HHA and was a team parent coordinator numerous times. She even jumped in and coached her son's hockey team when there was a coaching gap. "I didn't really know what I was doing, but hey, they needed a coach and I was willing to try," she said.

And as her brother, Chris Wiley always says, "Sue sprang from the womb with more energy than any ten people, and nothing's changed in the forty-odd years since." During the winter months Sue plays on a woman's hockey team, and for the last several years, she has even found time to play softball for 2 different teams in two different towns! As her children report, all she wanted for her birthday this year were new catcher's pads. She got 'em. And let me tell ya, you don't mess with Sue Young at home plate cause of it isn't the new gear that makes her tough it is certainly the moves she learns in a kick-boxing class she takes at lunch time!

This past winter, she volunteered to be a Hanover representative to the U.S. Olympic Torch Run committee. Her job was to help recruit volunteers for the event on the Lebanon Green and coordinate with the Lebanon committee the arrival of the torch through Hanover and down to Lebanon. It should be stated the large group of volunteers she recruited for that night made up of friends, relatives, co-workers and the Hanover Lion's Club, were simply but clearly identified as "Sue's Volunteers". The event was a huge success and the Hanover/Lebanon Torch events were considered by the Salt Lake Olympic Committee to be among the best on the run.

A New Hampshire native, Sue went to Laconia High School where she graduated with honors, won a Merit Cup, was a member of the National Honor Society, was a class officer, and was even named Outstanding Sophomore. The seeds of the dynamo leader we all know and love appear to have been planted in eastern NH!

Sue came to the Upper Valley to attend Dartmouth where she majored in biology and graduated cum laude in 1977. She was a teaching assistant in biology, earned a varsity letter in skiing, was the assistant Hanover High School Girls Soccer Coach in 1977 and worked as an assistant ski team coach in 1978.

Between 1977-1990 she worked in advertising for several Upper Valley companies, and at one point was the Senior Manager at Molly's Restaurant when it opened. In 1990 Sue joined the Dartmouth Alumni Fund where she was quickly promoted to Associate Director. In 2000, she changed hats but only slightly and joined the team at the Alumni Relations office where she currently serves as Associate Director.

Nels Armstrong, Director of Alumni Relations, says "a true example of one who believes in the ideals of "community", Sue is committed, dedicated, and loyal to the Town of Hanover. On many a day I hear "Nels, gotta go! I am off to do 'one thing or another' for the town." She loves what she does, and it shows! Hanover AND Dartmouth are lucky to have her.

Volunteerism is at the core of Sue Young's being. It's how she thinks and it's how she has shaped her life. AND she encourages and provides inspiration and leadership to others who have the desire but perhaps not the same motivation. Sue helped me stepped forward and become a member of the Rec. Board by simply saying, "we need your energy and commitment." Sue helped me realize I had a role to play but more importantly that I too could have a voice on matters that I care very much about.

Perhaps Sue's most visible commitment to volunteerism is her representation on the Hanover Parks & Recreation Board. For the past ten years, Sue has been a member of the Board, often chairing the board, at least when John Buck wasn't! They have had this very collegial, "well, my term is up. Do you wanna do it again?" No leadership vacuum there!

According to Hank Tenney, Sue has been a strong stabilizing force on the Rec board, helping to smooth many areas of concern among the residents. She has been, in Hank's own words, a Directors Dream. He says she is always there as a sounding board for any situations that may come up at the management level. Never looking for any recognition for herself, she is always looking for activities, events, programs and ideas that will show the Hanover Recreation Department in a positive light.

Sue has worked with Hank to find fields for adult softball teams and little league alike. She pinch hits at Recreation registrations, Halloween nights at the rec center and annual basketball tournament (even though, as she says, "I'm a hockey mom!")

But I think it's safe to say that some of the things Sue might be most proud of are:

- The revival and rejuvenation in 1992 of the Town's Winter Carnival, now called the Hanover Pond Party. Bill Young, last year recipient of this award, and the main force behind the Pond Party needed someone to Co-Chair and work with him on the many details that needed to be done to make this event a success once more. Who jumped forward? You guessed it, Sue. The rest is history. Working with Chris Vitale, Sue and Bill worked together to make this one of the most successful community functions to date.

As her husband recalls, " the funny part of all the planning that first year was that after huge numbers of meetings, planning, posters, and scheduling, the pond melted that year and the event had to be cancelled. It was the best Pond Party that never was-and we have a beautiful poster at home to prove it.

But Sue and Bill established the cookie cutter formula that allowed it to become one of the best examples of Town-Gown cooperation. Each year it continues to prosper and grow.

- Then a couple of years ago, upon his return from Lima, Peru, Hank mentioned how great it would be to send the kids down there our old department T-shirts. Sue spearheaded a drive to gather up old Rec department t-shirts and ship them to South America so teams there could have matching uniforms. She got the word out and the department was able to ship over 100 t-shirts to the kids who, in return, showed their appreciation by taking a photo of the team and sending it back to Hank.

Never wanting to take a break

- This year she envisioned the Hanover Kids help Afghan Kids drive. She heard President Bush say in a speech shortly after September 11 that kids in Afghanistan needed help and that we should go back to our communities and do something; anything. So she did. She started getting by getting local companies to design and print, free of charge, T-shirts and donation arranged with the Dartmouth Athletic Department for Hanover kids to sell T-shirt to be at DC events, scheduled volunteers, and herself manned events to

raise money. She even talked my husband and me into taking our kids to Washington DC to present the funds to the White House, which we did.

• But certainly the crown jewel for Sue, Hank and Willy, will be the work they have done to get a Community Center built in Hanover. They worked tirelessly to raise the private funds portion of the project which hopefully will be passed overwhelmingly tonight.

Sue's efforts in the Community Center project has helped get the Rec department the recognition it so richly deserves and the home it desperately needs so they can continue to run the programs she so strongly believes in.

So now, it is my complete pleasure, to present to Suzanne W. Young, the 2002 Hanover Parks & Recreation Board's Volunteer of the Year Award.

ARTICLE SIXTEEN: Moderator Bird announced the vote tally for Article Sixteen. The total votes counted were 328. A two-thirds majority vote would require 219 yes votes.

RESULTS: YES 306 NO 22 ARTICLE PASSED

ARTICLE SEVENTEEN: To see if the Town will vote to raise and appropriate \$1,186,511 to construct a new Community and Senior Center, and to fund this entire appropriation by donations from private individuals in the amount of \$1,186,511, with the balance of the project cost to come from issuance of bonds or notes as contained in Article Sixteen, and an appropriation from the Land and Capital Improvements fund as contained in Article Eighteen. To the extent private contributions exceed the \$1,186,511 that has already been raised, those funds shall be utilized to fund the construction of the Community and Senior Center, thereby reducing the funds to be expended from the Land and Capital Improvements Fund first, and, then, the amount of the bond will be reduced accordingly.

Selectman Black moved that the Town vote to raise and appropriate \$1,186,511 to construct a new Community and Senior Center, and to fund this entire appropriation by donations from private individuals in the amount of \$1,186,511, with the balance of the project cost to come from issuance of bonds or notes as contained in Article Sixteen, and an appropriation from the Land and Capital Improvements fund as contained in Article Eighteen. To the extent private contributions exceed the \$1,186,511 that has already been raised, those funds shall be utilized to fund the construction of the Community and Senior Center, thereby reducing the funds to be expended from the Land and Capital Improvements Fund first, and, then, the amount of the bond will be reduced accordingly.

Selectman Connolly seconded the motion.

Selectman Black explained this motion was not required by law but was Hanover's guarantee that every penny donated to this fund would go to this project.

There being no further discussion, a voice vote was taken on Selectman Black's motion. The motion **PASSED** and Article Seventeen was **ADOPTED**.

ARTICLE EIGHTEEN: To see if the Town will vote to raise and appropriate \$73,825 for the purpose of funding the construction of the Community and Senior Center to be located at 36 South Park Street and 48 Lebanon Street, and to authorize funding of this amount by withdrawal from the Land and Capital Improvements Fund. Such funds will be combined with the \$1,500,000 bond proceeds authorized in Article Sixteen and the private donations raised for this project and authorized for expenditure in Article Seventeen to fully fund the construction of the facility. Funding available from the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use. To the extent additional private donations are received, the amount utilized from the Land and Capital Improvements Fund will be reduced first, and, then, the amount of the bond will be reduced accordingly.

Selectman Black moved that the Town vote to raise and appropriate \$73,825 for the purpose of funding the construction of the Community and Senior Center to be located at 36 South Park Street and 48 Lebanon Street, and to authorize funding of this amount by withdrawal from the Land and Capital Improvements Fund. Such funds will be combined with the \$1,500,000 bond proceeds authorized in Article Sixteen and the private donations raised for this project and authorized for

expenditure in Article Seventeen to fully fund the construction of the facility. Funding available from the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use. To the extent additional private donations are received, the amount utilized from the Land and Capital Improvements Fund will be reduced first, and, then, the amount of the bond will be reduced accordingly.

Selectman Baschnagel seconded the Motion.

There being no further discussion, a voice vote was taken on Selectman Black's motion. The motion **PASSED** and Article Eighteen was **ADOPTED**.

ARTICLE THIRTY-TWO: To transact any other business that may legally be brought before this Town Meeting.

Hearing no other business, Moderator Bird stated he would entertain a motion to permanently dissolve the meeting. The motion was made and seconded. The motion carried and the meeting was dissolved at 9:00 pm.

Respectfully Submitted,

Sallie B Johnson

Town Clerk

These minutes were transcribed by Beth Rivard.

**2002 SPECIAL TOWN MEETING
TUESDAY, OCTOBER 29, 2002
7:30 PM – HANOVER HIGH SCHOOL GYMNASIUM**

A Special Town Meeting of the Town of Hanover, New Hampshire convened on October 29, 2002 at 7:00 am by the Town Moderator, Marilyn Black, at the Hanover High School Gymnasium. Moderator Black explained the polls would be open from 7:00 am to 7:30 pm for the purpose of voting on Article One which required vote by official ballot.

Moderator Black advised that hearing assistive devices were available for those with hearing impairments.

After the polls were closed, at 7:30 pm, the votes on Article One were tabulated.

ARTICLE ONE: (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 1: The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 1 would:

- A. Rezone lot 3 on tax map 4, located on Route 10 south of Dartmouth Printing, from “OL” Office and Laboratory and “SR-2” Single Residence-2, to “I” Institutional;
- B. Amend the front setback lines shown on the Downtown Area Setback Line map to eliminate the setback along Sargent Place;
- C. Allow Maintenance Yard as a use allowed by Special Exception in the “OL” Office and Laboratory zoning district;
- D. Create a new Section 326 to establish standards governing Maintenance Yard;
- E. Create a definition of Maintenance Yard.

At a Public Hearing held September 17, 2002, the Planning Board voted unanimously to recommend this amendment.

RESULTS: YES 1,331 NO 99 ARTICLE PASSED

Moderator Marilyn Black called to order the Business Session of the 2002 Special Town Meeting of the Town of Hanover, New Hampshire at 7:30 pm. Selectmen present included: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; William Baschnagel; Peter Christie; and Judson Pierson. Town Manager, Julia Griffin was also in attendance. Community Access Television (Channel 6) broadcast the Special Town Meeting live and recorded to rebroadcast.

Moderator Black explained that two articles would be addressed during the Business Session. The first was Article Two, an appropriating article which required a vote by paper ballot. The second was Article Three, which would be voted by hand vote or paper ballot, as determined by the majority.

Moderator Black spoke of a Hanover Town Meeting vote, in 1922, to build the Frances C. Richmond School. Meeting minutes, from that Town Meeting, indicated that it was the citizen's feeling that a school could not be built on Granger Farm, as it was too far out of town. The school has now been at that location for 77 years and the current high school building has been in existence for 66 years. Moderator Black said the purpose of this Special Town Meeting was to discuss a plan that was negotiated between the Town of Hanover, the Dresden School Board and Dartmouth College. She said a lot of credit should go to the officials of those three organizations for bringing their agreement this far.

Moderator Black said Article One, involving zoning changes that would enable this agreement to go forward, was voted on during the day. She explained Hanover's tradition of reading the various Warrant Articles multiple times prior to taking an official vote during the Business Session. She discovered, in reviewing election handbooks, that that practice was not required and asked for permission to proceed directly to Article Two. No objection was raised. Moderator Black asked if there was any action under Article Two.

Brian Walsh, Chairman of the Hanover Selectboard, moved on Article Two, to see if the Town will vote to raise and appropriate the sum of \$2,000,000 in connection with its obligations under a three party agreement dated September 13, 2002 (between the Town, the Dresden School District and Dartmouth College), for the purpose of permanently securing the school district site on Lebanon Street as public property, which is integral to maintaining the integrity of downtown Hanover, in accordance with the Master Plan. And further, to authorize the Selectmen to fund such sum by the issuance of a note with an annual payment of \$100,000 (with no interest), with such other terms and conditions as determined by the Selectmen and in accordance with the three party agreement.

The motion was seconded.

Selectman Walsh said it was gratifying to see so many people in attendance and to know that there were many people viewing the live broadcast from their homes. On behalf of all of the citizens of Hanover he thanked the audience for coming. He asked for permission to allow the Selectmen to provide a brief overview of the totality of the agreement to better explain Article Two. At the request of Moderator Black, a hand vote was taken and the audience voted in favor of allowing the Selectmen to provide an overview of the agreement.

Selectman Walsh said the question of the school facilities first appeared on the Dresden School Board's plate in 1992. In March 2002, at the Dresden School Board Meeting, the School Board asked its voters for permission to sell the Lebanon Street parcel to Dartmouth College in return for land on Reservoir Road and a large sum of money. The Dresden voters granted that permission by a majority of 13 votes out of 3,700 votes cast. Two other votes taken that night, which also spoke to the Lebanon Street site, proved to be confusing, at the least. During the Hanover Selectboard race in May 2002, the only issues on the table were the school location and cost; issues the Hanover Selectmen have nothing officially to do with. In May 2002, the elected Selectboard sought a constructive middle ground to end the acrimonious debate between Norwich and Hanover, and within Hanover, and find an option everyone could get behind. Selectman Walsh advised of four objectives the Selectmen set going into negotiations as:

1. To ensure a community core for the Town of Hanover in perpetuity.
2. To secure a very substantial monetary contribution to the Dresden School District.
3. Not to make any other interest in town, such as the Recreation Department or Howe Library to bear the burden from any arrangement.
4. To put together a plan that would gain broad public support in Hanover and in Norwich.

Selectmen Walsh said he met individually with Dartmouth College representatives, including College President, Jim Wright, and with members of the Dresden School Board, to see if there was any interest, on their parts, to put together such a deal. The responses he received were that it sounded like a good idea, but no one was sure it could be accomplished. A working group, made up of Dartmouth representatives, Margaret McNally and Geoffey Vitt from the Dresden School Board, and Selectman Walsh and Julia Griffin from the Town, was created to fashion a deal. Selectman Walsh explained the essence of the deal the group produced and how it addressed each of the Selectmen's objectives.

1. The Town of Hanover would contribute \$2 million, at \$100,000 per year, over 20 years, to the Dresden School District. This contribution would secure, for the Town of Hanover, the fact that the Lebanon Street site would either remain a public school site, in the School District's hands, or that Hanover would have the option to acquire the property should the School District choose to abandon it.
2. Dartmouth would contribute \$9.7 million to the Dresden School District.
3. Selectman Walsh believed interest groups associated with recreation, conservation, affordable housing and the Howe Library would find this agreement to be supportable.
4. He thought and hoped Hanover citizens would find that the agreement merited broad public support.

Selectman Walsh then asked his fellow Selectmen to walk the audience through the various pieces of the agreement.

Selectman Jay Pierson outlined the land swaps proposed in the agreement as follows:

- The Dresden School District would convey 7.2 acres of Thompson Terrace, currently used for recreation fields, to the Town of Hanover. This area would continue to be used by the Town of Hanover for recreational use.
- The Town of Hanover would convey 5.4 acres of playing fields on Reservoir Road, located in the middle of a very large parcel owned by Dartmouth College, to Dartmouth College.
- Dartmouth College would lease the Reservoir Road playing fields back to the Town of Hanover through 2009.
- Dartmouth College would convey 23 acres on Lyme Road to the Dresden School District to locate a new middle school.
- The School District would convey 11 acres, of the 23 acres on Lyme Road, to the Town of Hanover.

Relative to playing fields, Selectman Pierson explained the School District would construct a couple of playing fields, on the newly acquired Lyme Road land, associated with the new middle school. Those fields would be made available to the Town of Hanover during non-school hours. In addition, the Town of Hanover could possibly construct additional playing fields on the back 11 acres of the Lyme Road parcel. The Town of Hanover would also acquire two playing fields, and possibly create a third, on Thompson Terrace. Those fields would continue to be used for recreational programs and be shared with the School District. The Town of Hanover would lose ownership of two playing fields on Reservoir Road, but would continue to lease those fields through 2009. The previous notion, to locate a ball field on the Gile Tract, would disappear but the Town of Hanover was in the permitting process to construct a new ball field on the Water Company's land on Grasse Road. In conclusion, the Town of Hanover would have no net loss of playing fields and would actually be in the plus, in terms of number of playing fields available to the Town's Recreation Department.

Selectman Bill Baschnagel spoke to two elements of the proposed agreement: the Gile Tract and the back 11 acres of the Lyme Road property.

Selectman Baschnagel said the Gile Tract was a poor description of what was really the old landfill site. It had not been used as a landfill for years and was fully capped. That area currently housed a compost facility and a stump dump. Per the agreement, this land would be made available, through a lease, to Dartmouth College to be used as a storage site for construction materials and related items. Currently, those materials were stored behind CRREL and Dartmouth's Rivercrest area, right down on the Connecticut River. Selectman Baschnagel said this aspect of the agreement would allow the College to clean up the Rivercrest site, incorporate it into their future plans and relocate their storage area to a more appropriate facility that was out of sight. A zoning amendment, voted on earlier in the day, proposed a set of restrictions for the Gile Tract area, in terms of massing and what could and could not be stored there.

Selectman Baschnagel pointed out the anticipated site for the new middle school and two associated playing fields, on the Lyme Road property, right up along side the road, where existing playing fields were located, and immediately adjacent to Dartmouth Printing. He said the piece the Town of Hanover would eventually receive was the back half of that 23 acre parcel that abutted the Ray School property and Storrs Pond. He said it was not known what would become of that property. A group of people, representing the Town of Hanover and the abutting property owners, would be put together to research that land and what it might become. Selectman Baschnagel believed it was an interesting place, in relation to its surrounding properties, and had some real possibilities.

Selectman Katherine Connolly, Vice Chairman of the Board of Selectmen, spoke to the land swap involving Sargent Place. On an overhead projection, she pointed out the intersection of Lebanon Street and Sargent Place, and the area of Sargent Place that would be conveyed to Dartmouth College and discontinued. The proposed discontinued portion was about 125 feet long. It terminated at the lot at 14 East South Street, roughly .25 acres down the road. That lot had two parking lots; one was accessed by Sargent Place and used by the Town of Hanover for rental parking; the other was accessed from East South Street and used by Howe Library patrons. Selectman Connolly said the Town did not intend to impinge upon any of the current uses. Arrangements were being made to replace both the rented parking area and the Howe Library parking.

Selectman Peter Christie spoke to the piece of the agreement that accomplished the main objective of making sure the Lebanon Street property remained as school or municipal use forever. This piece of the agreement was developed by a taskforce composed of Henry Scheier, of the Norwich Finance Committee; John Manchester, of the Hanover Finance Committee; and Selectman Christie. Together, they tried very hard to put something together that was fair, quantifiable, and reasonably simple.

Selectman Christie said, looking ahead 50 or 75 years, when for whatever reason, the Dresden School District decides they no longer have any use for this property, this agreement would require that the School District offer to the Town of Hanover, the purchase of this property. Town of Hanover and Dresden School District leaders at that time would have to figure out the value of that property and a credit the Town of Hanover would be given, for the transaction currently being discussed. The value would be based on Hanover's declared use of that land; a declaration they would be bound to for 20 years. The credit the Town of Hanover would receive would be based upon the tax savings, to the Dresden School District taxpayers, that resulted from this agreement. The taskforce's estimate of what that might be was calculated as follows:

- The \$9.7 million, coming from Dartmouth College to the Dresden School District, has a present value of \$8.2 million. (This was previously reported as \$7 million, but after a request for recalculation, was found to be \$8.2 million).
- The \$2 million, coming from the Town of Hanover to the Dresden School District, has a present value of \$1.3 million.
- The Lyme Road land was recently appraised at \$1 million. The front portion of which, where the school is anticipated to be located, was valued at 80% or \$800,000.
- These figures are offset by the School District losing control of Thompson Terrace, estimated at \$600,000.
- The net would be \$9.7 million

Selectman Christie said the above figures would be easily quantified once the bond rate was known, the exact timing of the Town of Hanover and Dartmouth College contributions were known and an appraisal was done of Thompson Terrace. He said future leaders would be instructed to bring this number into the future based upon a cost of living index of the New England base.

Selectman Walsh said if all three articles including the zoning amendment voted on earlier in the day, passed, the School District would be able to responsibly spend money on firm plans for a middle school on Lyme Road and for renovating and expanding of the high school on Lebanon Street. In March 2003, the School District would ask their voters for permission to enter into land swaps parallel to what the Town of Hanover was addressing in Article Three. In May 2003, the School District would put a bond issue before their voters. Selectman Walsh said if any one of these articles failed, the whole deal would be off and the school location and cost issues would be back to square one. He asked that there not be any amendments to any of the proposed articles due to the complexity of the agreement that was reached. Moderator Black said the people could not be told that they could not amend the articles if they so desired. She explained that it was within the purview of Town Meeting to do so, but, if any proposed amendments passed, the deal was off.

Moderator Black asked if there was any further discussion under Article Two, to spend \$2 million dollars, over 20 years, at \$100,000 per year, to pay the Dresden School District for the right of first refusal and the right of the Town of Hanover to buy the Lebanon Street site should the Dresden School District decide to vacate it.

Robin Carpenter said, though he was in favor of the agreement, he felt that it was not favorable or appropriate for the Town of Hanover. He argued Hanover citizens would never allow the proposed land transfers, from the Town of Hanover to Dartmouth College, if it were not for the school factor in this deal. He supported the notion of keeping the high school downtown, but was not in favor of having to contribute, what he believed to be \$6 million in present value assets, to do so.

ARTICLE ONE: Moderator Black announced the vote tally for Article One. A total of 1,430 votes were cast.

RESULTS: YES 1,331 NO 99 ARTICLE PASSED

Kim Perez asked if anything was being done to accommodate the Howe Library parking spaces that would be lost. Moderator Black asked that the conversation continue with Article Two. An answer would be provided when Article Three was discussed.

Bill Harper called the question. Moderator Black said proper parliamentary procedure in calling the question was to take a vote; there would be no discussion. **By a show of hands, Town Meeting voted in favor of calling the question.** Moderator Black then opened the polls for Article Two, announcing that they would be open for at least an hour. She recessed the meeting for 15 minutes to allow people to begin voting.

Moderator Black asked for the consensus of the audience to continue the meeting and address Article Three. By a show of hands, Town Meeting voted in favor of continuing the meeting and addressing Article Three. Moderator Black asked if there was any action under Article Three.

Selectman Walsh moved Article Three, that the Town vote to approve the elements of the three party agreement between Dresden, Hanover and Dartmouth which enables the relocation of the Richmond Middle School to Lyme Road and the renovation of Hanover High School on the Lebanon Street site, and which specifically includes the following components requiring Town Meeting approval:

- a. Authorize the Selectmen to accept approximately 11 acres of land located at 63 Lyme Road to be granted to the Town of Hanover by the Dresden School District. The entire 23 acre parcel is currently owned by Dartmouth College but is to be conveyed to the Dresden School District for the purpose of constructing a new Richmond Middle School if the middle school project is approved by the voters. Once the final design is complete, the Dresden School District will grant to the Town of Hanover the easterly half of the

property which abuts property owned by the Hanover Improvement Society and the Hanover School District.

- b. Authorize the Selectmen to accept a 7.2 acre parcel of land located at 4 Thompson Terrace, currently owned by the Dresden School District and consisting of outdoor playing fields and associated parking and restroom facilities. This land was developed as school playing fields in 1974, utilizing federal Land and Water Conservation Act funds, administered by the New Hampshire Bureau of Outdoor Recreation. At that time, the Dresden School District was required to adhere to certain usage restrictions, including the guarantee that this land would be placed in use for outdoor recreation and would be retained for such use in perpetuity. Upon transfer, the Town of Hanover must agree to comply with the same use restrictions.
- c. Authorize the Selectmen to convey to Dartmouth College the Town-owned 5.42 acre parcel located at 1 Reservoir Road known as the Reservoir Road Playing Fields, with the condition that at the same time the Selectmen will enter into a lease with Dartmouth College to enable the Town to utilize the playing fields for its recreation programs through 2009, at a cost of \$1.00 per year.
- d. Discontinue Sargent Place in its length extending from 129.8 feet south of the intersection of Sargent Place and Lebanon Street, which is the southerly boundary of the property known as tax map parcel 34/57 to its southerly termination as a public highway pursuant to RSA 231:43. The 129.8 foot length of Sargent Place from Lebanon Street to the southerly boundary of the property known as tax map parcel 34/57 shall continue to be maintained as a Town street to insure access to this parcel and that parcel to its north. The Selectmen are hereby authorized to take all action, to sign all documents that may be necessary to carry out the purpose of this vote, and to convey the fee to this property to Dartmouth College.
- e. Authorize the Selectmen to convey to Dartmouth College the Town-owned 0.25 acre parcel located at 14 East South Street, consisting of 18 municipal parking spaces. One portion of the property is accessed from Sargent Place, and the other portion is accessed from East South Street.
- f. Authorize the Selectmen to lease a portion of the Town's former landfill site, located within the Gile Tract, to Dartmouth College for a 75-year period, to enable the College to relocate outdoor storage from its current location behind Rivercrest. The former landfill site currently houses municipal outdoor storage and the composting facility, and includes sufficient area to accommodate Dartmouth's outdoor storage facility. The Department of Environmental Services has authorized Dartmouth's use of the landfill site for outdoor storage, subject to conditions to be imposed as part of the lease agreement. Use of the Town's landfill site for this purpose will also require an amendment to the Zoning Ordinance to allow maintenance yards in the OL zone by special exception, which is included as part of Article One on this warrant.
- g. Authorize the Selectmen to enter into an agreement with the Dresden School District to enable long-term municipal use and maintenance of two new playing fields to be constructed as part of the new Richmond Middle School site. The playing fields will be available to the Town for its use during non-school hours.
- h. Authorize the Selectmen to enter into a purchase option agreement with the Dresden School District, reserving to the Town of Hanover the option to purchase the High School parcel in the future in the event the Dresden School District decides to no longer use the property for school purposes. The terms of the option agreement would enable purchase of the property by the Town of Hanover at the fair market value of the property at the time of purchase based on Hanover's declared use, less a credit for the future value of the tax savings generated for Dresden as a result of the Dresden/Hanover/Dartmouth agreement.

The motion was seconded by Bill Cook.

Moderator Black asked if there was any discussion under Article Three.

Jim Rubens asked to thank the three entities involved in accomplishing what he believed was more than a compromise. He said the agreement really optimized the values and needs of the various parties.

Selectman Walsh asked to address Kim Perez's question associated with Howe Library parking. Julia Griffin said nine Howe patron parking spaces would be lost due to the land swap on Sargent Place. She said plans for the Howe's expansion, being proposed by the Howe Corporation, included locating at least seven, and perhaps up to ten, additional parking spaces on the Library's property, when combined with the Ufford property, to the east. In addition, the Town of Hanover was discussing how they could expand on-street parking on East South Street, directly in front of the Howe Library. She reiterated that it was the Town's intention to make sure the Library maintained the nine spaces currently provided.

Peter Spiegel expressed concern for the new middle school being in close proximity to Dartmouth Printing. He asked if anyone knew what came out of the printing company's chimneys. Julia Griffin said the School Board had already had conversations with Dartmouth Printing about their printing operation, inside the building. She advised of some key records that were available at Dartmouth Printing and at the Department of Environmental Services, who licensed all of the work done with the printing material at Dartmouth Printing. She reported that Dartmouth Printing met and complied with all of the State and Federal Clean Air Act regulations. Ms. Griffin said similar concerns were expressed relative to CRREL's proximity to the school. She said Hanover's Fire Chief participated in an almost full day discussion, with people at CRREL, about the possibility of having to evacuate their on-site child care center. She said CRREL had hired a consultant to conduct an in depth review of the potential likelihood of a chemical or hazardous material spill at their facility and how to minimize the risks. Ms. Griffin said the Fire Chief was very impressed with the detail of the analysis that was done. He felt very comfortable that CRREL was operating extremely safely. She was sure the School Board and its Building Committee would be in a much better position to deal with the hard details of this issue as they move through the planning process.

Kevin Mabey advised of his home's location as being a direct abutter to the future middle school. He spoke of his initial response to the "back room" deal that did not allow citizen involvement but found solace in his belief that all good deals are done in back rooms. He said the bottom line was that the communities had been discussing these issues for 10 years; it was time to make a decision. Mr. Mabey felt it was the citizens' responsibility to ensure that future generations would be better off than the current generation. He agreed the property was not ideal due to its proximity to the printing company and military installation, and yes it would create traffic issues on Route 10, but of the 10 options laid out, not one received 100% consensus.

A request was made to call the question. Moderator Black asked for any last comments on Article Three. **Hearing none, a hand vote was taken and Town Meeting voted in favor of calling the question.**

Moderator Black advised of a procedural error that had taken place. She said Article Two should have been re-read prior to calling the vote on that article. **A motion was made to waive the required re-reading of Article Two. The motion was seconded. A motion was made to waive the required reading of Article Three prior to voting. The motion was seconded. By a show of hands, the motion carried.** At the request of Moderator Black, a hand vote was taken on Article Three. **The motion PASSED and Article Three was ADOPTED.**

Moderator Black said in 35 years of attending Hanover Town meetings, she had never seen this many people in attendance. She said it was a great tribute to the School Board, Selectboard and Dartmouth College as the school issue was important to the citizens of Hanover. She asked to congratulate the citizens in attendance for appearing.

Selectman Walsh acknowledged this meeting as being Moderator Black's first appearance as Town Moderator. He asked for a hand on her behalf. He also asked to reflect on the support and patience of the Dresden School Board in this process. He thanked all of the School Board members, in particular

Margaret McNally and Geoffrey Vitt. He also thought the Town owed great thanks to Dartmouth College, its Trustees and Jim Wright, Dartmouth's President, for their roles in making this happen.

Patricia Higgins asked to thank the Selectmen and Town Manager.

Moderator Black read from Article Four, "to transact any other business that may legally be brought before this Special Town Meeting." Hearing no other business, Moderator Black excused the audience and announced that the meeting would remain open until everyone had an opportunity to vote.

ARTICLE TWO: Moderator Black announced the vote tally for Article Two. A total of 765 votes were cast. A two-thirds vote would require 510 yes votes.

RESULTS: YES 734 NO 31 ARTICLE PASSED.

Hearing no other business, Moderator Black said she would entertain a motion to adjourn. A motion was made and seconded to permanently dissolve the meeting. The meeting permanently dissolved at 9:48 pm.

Respectfully Submitted,

Sallie B Johnson

Town Clerk

These minutes were transcribed by Beth Rivard.



Groundbreaking Ceremony: Photo at Left; Our major donors: Mrs. Mary Cunningham, Linda Hewitt (Mrs. Black's caregiver), Mrs. Richard W. Black, Ann and Lou Bressett and Susan Almy. Photo at Right; Dena Romero, Community Counselor; Gail Schaal, Senior Center Coordinator; Marilyn "Willy" Black, Chair, Facility Planning Committee; and Hank Tenney, Parks & Recreation Director. (Photo Credit: Lieutenant Michael Evans of the Hanover Police Department)

Richard W. Black Community/Senior Center located at 36 South Park Street in Hanover



Construction Progress Pictures of the new Community/Senior Center

Front Cover Photo features the new Richard W. Black Community/Senior Center